



Date: Friday, April 17, 2020

Time: 12-2 pm

Location: Zoom

Attendees: Committee Members, General Public

Type of Meeting: General

**I. Organizational Items:**

- a. **Call to Order by, Christopher Koo, ASI Vice President for Finance, at 12:04pm.**
- b. **Roll Call (Establishment of Quorum)**

<b>Christopher Koo</b>	<i>Vice President for Finance</i>	Present
<b>Tu Nguyen</b>	<i>Vice Chair for Finance</i>	Present
<b>Jacquelyn Acosta</b>	<i>President</i>	Excused absence
<b>Teady Ochoa</b>	<i>Vice President for Administration</i>	Present
<b>Diana Chavez</b>	<i>Vice President for Academic Governance</i>	Present
<b>Joceline Rivera Jimenez</b>	<i>Vice President of External Affairs &amp; Advancement</i>	Excused absence
<b>David San</b>	<i>Secretary/Treasurer</i>	Present
<b>Brian Nguyen</b>	<i>Student Committee Member</i>	Present
<b>Chia-I Yeh</b>	<i>Student Committee Member</i>	Present
<b>Sasha Prakir</b>	<i>Associate Chief Justice</i>	Present
<b>Betty Kennedy</b>	<i>University President Designee</i>	Unexcused absence
<b>John Tcheng</b>	<i>CFO Designee</i>	Unexcused absence
<b>Jennifer Miller</b>	<i>Staff Support Director</i>	Present
<b>Dena Florez</b>	<i>Office Manager for Administration and Services</i>	Present
<b>Guests of the Gallery</b>		

**c. Approval of Agenda for Friday, April 17, 2020**

<b>Offered By:</b>	<b>David San</b>	<b>Seconded by:</b>	<b>Teady Ochoa</b>
Motion to approve the agenda for Friday, April 17, 2020.			

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Christopher said that he wants to add to the informational item that the VRC wants to reallocate their funding. Add Informational Item E										
<b>Offered By:</b>		<b>David San</b>			<b>Seconded by:</b>		<b>Teady Ochoa</b>			
Motion to add in Informational Item E for the VRC										
<b>All in Favor</b>		<b>All</b>	<b>Opposed</b>		<b>None</b>	<b>Abstained</b>		<b>None</b>	<b>Motion: Passed</b>	
Dena said that she would like to add an Informational Item for emergency grants as the beginning of the Informational Items.										
<b>Offered By:</b>		<b>Teady Ochoa</b>			<b>Seconded by:</b>		<b>Diana Chavez</b>			
Motion to add in Informational Item A for the emergency grant proposal.										
<b>All in Favor</b>		<b>All</b>	<b>Opposed</b>		<b>None</b>	<b>Abstained</b>		<b>None</b>	<b>Motion: Passed</b>	
<b>Offered By:</b>		<b>Teady Ochoa</b>			<b>Seconded by:</b>		<b>David San</b>			
Motion to add the Informational G for the Spirit Commissioner's proposal.										
<b>All in Favor</b>		<b>All</b>	<b>Opposed</b>		<b>None</b>	<b>Abstained</b>		<b>None</b>	<b>Motion: Passed</b>	
<b>All in Favor</b>		<b>All</b>	<b>Opposed</b>		<b>None</b>	<b>Abstained</b>		<b>None</b>	<b>Motion: Passed</b>	

d. **Approval of Minutes for Friday, March 27, 2020**

<b>Offered By:</b>		<b>Teady Ochoa</b>			<b>Seconded by:</b>		<b>David San</b>			
Motion to approve the minutes for Friday, March 27, 2020.										
<b>All in Favor</b>		<b>All</b>	<b>Opposed</b>		<b>None</b>	<b>Abstained</b>		<b>None</b>	<b>Motion: Passed</b>	

II. **Public Forum – Allotted for members of the public to address the committee.**

- ✚ Diana and the CARES Act
  - A student organization contacted about the CARES Act which includes funding for schools and universities. 37.9 million towards the university but the university has not received the funds yet. Students wanted to let the committee know about it. Want the finance committee to know that



there are students who have been denied by emergency grants. Talk about allocating money towards those students.

- Jennifer said that there was a lot of conclusion – no one has been denied an emergency grant. CSULA has not received the CARES Act funding yet is correct. Currently allocating \$40,000 to students through grants for whoever goes through the application process. Some difficulties with grants and cost of attendance numbers because grants might be cancelled out. One denial (not a CSULA student). CSU is still sorting out the CARES Act money. CSULA is still interested with the emergency grant who need it.
- Diana asked if the 37.9 million is going to CSU in general or CSULA.
- Jennifer said that the CSU is supposed to give campus guidelines, but there has not been any really currently. Do not know Ahead of other campus in terms of grants.
- Diana said that some people said that they have personal experiences of being denied came to her.
- Jennifer said that she was sending emails out about extra resources and thinks that some students interpreted as being denied for the grant.
- Diana asked If the university has discussed what they're going to do with the CARE money.
- Jennifer said that since there are no directions from the CSU, the campus cannot really move with it. Going to continue working with the emergency grants.
- ✚ Ugbad and budget
  - Wondering if committee still has access to the budget because they can accomplish what they need with the amounts they were already allocated
  - Dena said that nobody has lost their budget. If the committee is able to hold their events within their budget, they do not have to present to Finance
  - Since they can use their budget, it does not need to be on the agenda.
- ✚ None

### III. Informational Items

- a. The committee will hear a information about the grants

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- i. Dena said that ASI would issue a \$100,000 check to support the student grants.
  - ii. Jennifer said that the faster would be better so that students can receive funds faster.
    - 1. Done on a first-come-first-serve basis
    - 2. Graduate students can apply
    - 3. Can do undocumented and DREAMER students
    - 4. ASI help would be appreciated
  - iii. Christopher said that given there is a large surplus, ASI may be able to fund over \$100,000. That amount is the number we're set out now but it may increase.
  - iv. Jennifer said that 700 came recently. If all respond, it will be a significant amount of money that will be funded (\$500 per student)
  - v. Diana asked if the \$100,000 to the Division to Student Life would stay as \$500 for each student.
  - vi. Christopher said that ASI is determining the amount of money each grant gives. It is under the university's discretion
  - vii. Jennifer said that students rarely ask for less than \$500 and they can apply twice. In addition, there are certain needs, like laptops, that are also mentioned in the application. Reviewers would also try to help students receive these items
- b. The committee will hear a proposal from the Office Manager.
- i. Dena said the for the iPads to track events and maybe lend them out to clubs and organizations, we would have to work with the Union to see ASI's subscription to Presence. Our Surface 4's are no longer being supported, so they will need to be reserviced/replaced. Talked about Kevin's quote for four iPads. Estimated for 28 iPads priced at around \$3,200 for four. Going for 256gb so that the iPads can last a long time in ASI. Requesting \$22,449.14 for 28 iPads with Apple Care.
  - ii. Christopher said that since Microsoft is no longer supporting the Surface 4, the Surface 4s are no longer receiving security updates. More comfortable with the iPad.
  - iii. Diana asked if the proposal should consider cases and keyboards.
  - iv. Dena said that Kevin suggested to buy it later outside of Apple. Have the bulk amount approved force



- v. Dena added that ASI would have the option to sell the Surfaces if they are phased out. Could recuperate money from selling them
- vi. Tedy asked if we could consider giving out the Surfaces
- vii. Dena said that it could be done as well
- viii. Jennifer said that sometimes older laptops can not load and utilize all the required software. Need to check with Kevin so that the students can actually use the computer.
- ix. Christopher mentioned that for the timeline, it would be months out until we would be able to donate them
- c. The committee will hear a proposal from the Housing Representative.
- d. The committee will hear a proposal from the EPC Chair.
- e. The committee will hear a proposal from the Spirit Commissioner
  - i. Tedy said that with what Ugbad mentioned, it cleared up a lot of confusion. Money is not piled up into one line item, but is still allocated for each group. Don't need to ask for money back. Areas still have enough money to cover their events
- f. The committee will hear a proposal from Selene Castillo
  - i. Christopher said that it is for the Prison BA journal which is a project that puts people who have been incarcerated into classes. Every year they come out with a journal about the students. Continuation of funding.
  - ii. Diana said that she gives her full support because she met with the people who work in the program. Amazing what students can do and overcome. The journal can show the students their hard work and be a proud accomplishment.
  - iii. Dena wanted to announce that anyone requesting money would need to be expended by June 15 to be on this year's budget.
  - iv. David wanted to clarify where the area it would fall under.
  - v. Christopher clarified that it would be its own thing. It would not be under University Support or directly to Selene. It could be allocated under the college. Believes that last year it was put under Ars and Letter's college
- g. VRC University Support
  - i. Christopher said that organizations would ask for specific items and ASI will fund for those specific items and nothing more. But given the current situation, they will be unable to host their events, so they



want to move their money from the events into scholarships. Spends their budgeted money and support their students.

- ii. Dena said that for scholarships, the deadline for scholarship allocation was January 31.
- iii. Jennifer said the application for grants ask for veterans, so money might be invested into a process that's already in process. Money can be allocated towards the grants in place and grants for veterans can be increased.

**IV. Action Items:**

- a. 9&3 Budget: The committee will take action on the 9&3 Budget.
  - i. Christopher said it is the time to make amendments

<b>Offered By:</b>	<b>David San</b>	<b>Seconded by:</b>	<b>Diana Chavez</b>				
Christopher said that he would prefer to make the grant donation at the end so we can see if there is more to donate. Dena said that she cautions the committee from donating the rest of the surplus to the grant.							
<b>Offered By:</b>	<b>Diana Chavez</b>	<b>Seconded by:</b>	<b>David San</b>				
Motion to allocate the iPad proposal for the 9&3 \$22,449.14.							
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>	
<b>Offered By:</b>	<b>Diana Chavez</b>	<b>Seconded by:</b>	<b>Tu Nguyen</b>				
Motion to allocate \$1,500.00 to the Prison BA Journal.							
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>	
Christopher wanted to add a \$50,000 place holder in to club funding and then when more discussions happen, the amount can be refined. Dena said that we should try to spend money towards club from this budget. Christopher said that we should move towards the emergency grant allocations now. Dena said that since there is still one Finance Meeting left, there can be more funding allocated towards the grant if it needs an increase Diana asked what Dena would recommend as a starting value for this week. Dena said that \$125,000 would be a good amount for now Teady said that could give \$100,000 now and then add the \$25,000 at the next meeting if it is needed							

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<b>Offered By:</b> Teady Ochoa		<b>Seconded by:</b> Brian Nguyen				
Motion to add \$100,000 for the Emergency Grants in Student Life						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

**V. Discussion Items:**

- a. 20-21 Budget: The committee will discuss the 20-21 Budget Draft.
  - i. Dena talked about the budget
    1. Because of the trailer system, ASI does not need to estimate the amounts collected from registration.
    2. Registration is dropping – make sure to get ready for impaction
    3. Brian asked if there was such thing as an emergency fund.
    4. Dena answered that because we are in a trailed system, we already have the money collected, so we know how much we have.
    5. Christopher also answered that there is a small 3% emergency fund.
    6. Dena continued: under personal and administration, it is what It would cost to fund all of the Full Time Staff
    7. Student salaries are for student workers which have to follow the LA County's minimum wage amount.
    8. Staff development/travel was cut down because the budget has to be zero
    9. Bank charges and subscriptions are kept the same since it is hard to estimate for the future.
    10. Increase in accounting services by 3%
    11. Auditing services are established by Cohn Reznick and legal services are kept
    12. For student government, student salaries are for the graphic's team
    13. For technology, there are savings from not purchasing the new Apple computers
    14. CSSA travel is cut in half for now because the budget needs to be zeroed out. There are only two required people to go,

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but in the past, ASI has usually sent four people. More students can be sent if money is minimized from the travel costs

15. Leadership Development and Specialize training is for the CS unity, retreats, and new member training.
16. Grant in Aids (GIAs) stay which includes a 5% vacancy.
17. Student University support areas - \$55,000 that will get ASI through the Fall
18. Program and Advocacy: talked with T. Fox to advertise college reps more by working more with the college. Budget was increased to \$3,000 for college reps.
19. Food pantry was reduced because they overspent

## VI. Reports

- a. ASI Vice President for Finance: **Christopher Koo**
- b. ASI Vice Chair for Finance: **Tu Nguyen**

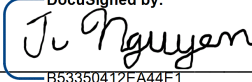
## VII. Adjournment

<b>Offered By:</b>	<b>Tu Nguyen</b>	<b>Seconded by:</b>	<b>Teady Ochoa</b>			
Motion to adjourn at 1:52pm.						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

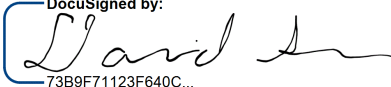
## CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc. Cal State LA held on Friday, April 17, 2020 through Zoom. Consensus by the ASI Finance Committee on Friday, May 1, 2020.

Prepared by:

DocuSigned by:  
  
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**Tu Nguyen, ASI Vice Chair for Finance**

DocuSigned by:  
  
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**David San, Secretary/Treasurer**

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