Date: Friday, September 11, 2020
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 1:01pm.
    b. Roll Call (Establishment of Quorum)

Tu Nguyen	*Vice Chair for Finance*	Present
Kayla Misa	*Vice President for Finance*	Present
Diana Chavez	*ASI President*	Present
Brooke Mero	*Civic Engagement Officer*	Unexcused absence
	BOD Member	
	BOD Member	
Abel Guillen	*Student Committee Member*	Present
	Student Committee Member	
	Student Committee Member	
Alkapit Shukla	*Associate Chief Justice*	Present
Dena Florez	*Office Manager of Administration & Services*	Present
Candice Varnado	*CSI Representative*	Present
Jennifer Miller	*University Dean of Students*	Present
John Tcheng	*CFO Designee*	Excused absence
Amanda Tapia	*UAS Representative*	Excused absence
Han Nguyen	*USU Representative*	Excused absence
Guest of the Gallery	*ASI VPA Ledi Loot*	

    c. **Approval of the Agenda for Friday, September 11**

Offered By:	**Kayla Misa**	Seconded by:	**Diana Chavez**
Motion to approve the Agenda for Friday, September 11, 2020.			
Discussion:			

1. None						
All in Favor	All	Opposed	None	Abstained	None	**Motion: Passed**

d. **Approval of the Minutes for Friday, August 28**

Offered By:	**Kayla Misa**	Seconded by:	**Abel Guillen**			
Motion to approve the Minutes for Friday, August 28, 2020. Discussion: 1. None						
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. Kayla said that she had received an email asking if there was a list of club/organization fundraisers
      i. Candice answered that a current list of all University Recognized events would be shown on Presence.
      ii. Jennifer clarified that just in case for everyone to know, Presence is CSI's management system of clubs and organizations so Presence would have information on all of the events occurring

III. **Action Items**
   a. Appoint a Vice Chair for the Funding Sub-Committee

Committee Questions/Discussion:
   1. Tu said that he recommended Abel to become the Vice Chair for the Funding Sub-Committee

Offered By:	**Kayla Misa**	Seconded by:	**Diana Chavez**
Motion to appoint Abel as the Vice Chair for the Funding Sub-Committee. Discussion: 1. Tu mentioned what the duties were for the Vice Chair for Finance.			

Page **2** of **7**
Funding Sub-Committee Meeting
Friday, September 11, 2020

323.343.4780
FAX. 323.343.6420
WWW.CALSTATELA.EDU/ASI

CALIFORNIA STATE UNIVERSITY, LOS ANGELES
FOR THE STUDENTS, BY THE STUDENTS.

All in Favor	All	Opposed	None	Abstained	None	**Motion: Passed**

b. **Association for Computing Machinery** – GMiS conference – 10/5-10/9 – **$1,600.00**

Club/organization and event information by a representative.
1. Largest computer science club on campus with over 150 members this semester
2. Know for project workshops, professional development, hackathons, guest speakers, mentors, and social events.
3. Funding for new members to attend virtual conferences.
4. GMiS provides leadership and career development opportunities.
5. Purpose of ACM's event is to promote the event and sponsor 13 students to go to the event.
6. SHPE is a virtual conference. Registration fees provide access to all programs and the career fairs. Some programs include competitions as well.
7. ACM wants to promote the event and sponsor 7 students to go to the event.

Committee Questions/Discussion:
1. Tu mentioned that the event has a conference/registration fee which we usually did not fund in the past but we said we would consider it it this semester.
2. Candice asked if it was the total cost of registration
   a. The representative said that it is the total cost for the 13 and 7 students to go to the respective events.
   b. Candice asked if the conference accepts checks
      i. The representative said that it would be paid online and each student would pay the registration fee and then ACM would reimburse each student
      ii. Candice replied that ACM would need to make sure that the process for reimbursing students should not be done in person.
      iii. The representative confirmed that they would not be in person and that the checks would be mailed out to students for reimbursement.
3. Abel asked how ACM would pick the members to go to the conference
   a. The representative said they would promote a Google form through social media for members to fill out. There will be basic questions like year, email, address, and then if there are more applicants than the number of

323.343.4780
FAX. 323.343.6420
WWW.CALSTATELA.EDU/ASI

CALIFORNIA STATE UNIVERSITY, LOS ANGELES
FOR THE STUDENTS, BY THE STUDENTS.

people funding, the decision would be made based upon an answer to why the person answered a question of why they wanted to go. Will also look at experience with work ethic and a preference towards upper-level/senior students will be given

b. Tu wanted to clarify that they would be accepting any Cal State LA student. The representative said that all Cal State LA students can become a member by filling out a form
c. Abel asked if non-ACM members had to pay the $5 membership fee to go to the event
d. Kayla asked if the event already started because it shows that some of the events started on September 11. The representative said that those were optional workshops that students could attend before the conference.

Offered By:	**Kayla Misa**		Seconded by:	**Diana Chavez**		
Motion to approve **$1,600.00** for **Association for Computing Machinery**'s GMiS conference on 10/5-10/9 under the exception that ASI is funding conference/registration fees given the current situation of the pandemic. Discussion: 1. Ledi mentioned to the representative that if there are graduate student planning to go, the Office of Graduate Studies could fund it. Can send up to 5 members and get reimbursed 50% for registration and membership fees. That way the other money could be allocated towards undergraduate students.						
All in Favor	All	Opposed	None	Abstained	Abel Guillen	**Motion: Passed**

c. **Association for Computing Machinery** – SHPE Conference – 10/26-10/31 – **$1,400.00**

Offered By:	**Kayla Misa**		Seconded by:	**Diana Chavez**
Motion to approve **$1,400.00** for **Association for Computing Machinery**'s SHPE Conference on 10/26-10/31 under the exception that ASI is funding conference/registration fees given the current situation of the pandemic. Discussion:				

ASSOCIATED STUDENTS, INC.
5154 STATE UNIVERSITY DRIVE. ROOM 203
LOS ANGELES, CA 90032

1. The same discussion in the GMiS conversation, but they will send up to 7 students and get reimbursed 50% for registration and membership fees.						
All in Favor	All	Opposed	None	Abstained	Abel Guillen	**Motion: Passed**

IV. **Discussion Items**
   a. Direct Funding Guidelines Formatting Update
   b. Policy from Procedure
      i. Policy 204: Funding Policy Original
      ii. Edited Funding
         1. Popcorn Reading within Committee members
         2. Ledi noted that the Purpose paragraph is too long, Tyler will work with Ledi to simplify the Purpose
         3. Kayla mentioned if there is a maximum number of clubs that can co-sponsor another club. The limit policy will be discussed later next year because of current organization in these Funding Policies and the lack of any cosponsor forms being submitted
         4. Dena asked about Policy 3.3.2.1.2 regarding clarification that clubs need proof that any outside cloth retailors that they will be purchasing clothes using ASI fund that it must be sweatshop free
         5. Abel asked about 3.2.2 regarding a change in policy about having a policy specific to the current pandemic of the "written reason" rule for any outside events being held. However, there was clarification that the current University policies fixed this issue
         6. Tyler quickly mentioned that 4.2 is a simplified version of what Clubs and Orgs need to request for ASI funding
      iii. Edited Reimbursement
         1. The Funding Committee read paragraphs at a time and made changes to the edited version

323.343.4780
FAX. 323.343.6420
WWW.CALSTATELA.EDU/ASI

CALIFORNIA STATE UNIVERSITY, LOS ANGELES
FOR THE STUDENTS, BY THE STUDENTS.

c. Minor Edits/Formatting Changes
    i. Policy 226: Funding Sub-Committee Code of Procedures
    ii. Policy 213: Academic Student Organization Travel
    iii. Policy 215: Equipment Policy
        1. Discussion Items C were skipped because of time constraints

V. Reports
   a. ASI Vice Chair for Finance: **Tu Nguyen**
   b. ASI Vice President for Finance: **Kayla Misa**

VI. Adjournment

Offered By:	**Abel Guillen**		Seconded by:	**Diana Chavez**		
Motion to adjourn the meeting at 1:56pm. Discussion: 1. None						
All in Favor	All	Opposed	None	Abstained	None	**Motion: Passed**

323.343.4780
FAX. 323.343.6420
WWW.CALSTATELA.EDU/ASI

CALIFORNIA STATE UNIVERSITY, LOS ANGELES
FOR THE STUDENTS, BY THE STUDENTS.

CERTIFICATION

Official Minutes taken for the **Funding Sub-Committee** of the Associated Students, Inc. Cal State LA held on Friday, 11, 2020 through Zoom. Consensus by the ASI Funding Sub-Committee on Friday, 25, 2020.

Prepared by:

_____

Abel Guillen, Vice Chair for the Funding Sub-Committee

_____

Anna Nguyen, Secretary/Treasurer