Finance Committee Meeting
Minutes

Date: Friday, October 26, 2018
Time: 12-2 pm
Location: U-SU Los Angeles Room 308C
Attendees: Committee Members, General Public
Type of Meeting: General

I. **Organizational Items:**
    a. **Call to Order by: Aaron Castaneda, ASI Vice President for Finance at 12:00 pm**
    b. **Roll Call (Establishment of Quorum)**

Aaron Castaneda	Vice President for Finance	Present
Lily Nguyen	Vice Chair for Finance	Present
Nia Johnson	President	Excused tardy @ 12:35pm
Jacquelyn Acosta	Vice President for Academic Governance	Present
Veronica Garcia-Martinez	Vice President of External Affairs & Advancement	Unexcused tardy @ 12:02pm
Christopher Koo	BOD Member	Present
Nataly Aviles	BOD Member	Excused absence
Dayana Soto Salazar	Committee Member	Unexcused absence
David San	Committee Member	Present
Marcus Rodriguez	Interim Executive Director	Present
Dena Florez	Office Manager for Administration and Services	Present
Betty Kennedy	University President Designee	Excused absence
John Tcheng	CFO Designee	Excused tardy @ 12:01pm
Nia Allen	Chief Justice	Present
Guests of the Gallery		

c. **Approval of Agenda for Friday, October 26, 2018**

Offered By:	Lily Nguyen		Seconded by:	Jacquelyn Acosta	
Motion to approve the agenda for Friday, October 26, 2018.					
All in Favor	**All**	**Opposed** None	**Abstained** None		**Motion: Passed**

d. **Approval of Minutes for Friday, October 12, 2018**

Offered By:	Jacquelyn Acosta	Seconded by:	David San

Motion to approve minutes for Friday, October 12, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

e. Approval of Funding Committee Report for Friday, October 19, 2018

Offered By:	Lily Nguyen			Seconded by:	Christopher Koo	
Motion to approve the Funding Committee Report for Friday, October 19, 2018.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

II. Public Forum – Allotted for members of the public to address the committee.
- None

III. Action Items:
a. **ASI Referendum**: The committee will take action on the 2-year fee analysis for the referendum approved by the Alternative Funding and Referendum Ad Hoc Committee.

Offered By:	Veronica Garcia-Martinez			Seconded by:	Christopher Koo	
Motion to approve ASI Referendum.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

b. **3&9 Budget Review**: The committee will take action on a draft of the 3&9 Budget Review and supporting detail.

Offered By:	Christopher Koo			Seconded by:	David San	
Motion to approve 3&9 Budget Review.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

IV. Discussion Items:
a. **Policy 213** – Academic/Student Organization Travel: The committee will review and discuss the following proposed edits on the Academic/Student Organization Travel.
- Dena: leave academic. Reference 204 instead of copy-pasting. 5.3/5.4 should the travel event total be based on the total costs for the event.
- Lily: remove "/" from academic/student organization travel. Reference 204 in addition to having the verbatim text. 70% rule is up for discussion of the committee, but would lean towards keeping the same.
- Nia J.: faculty abandoning club during travel events. Does ASI pay for OSD accommodations?
- Cynthia: should be covered by the university.
- Dena: Reference Policy 204 and include "as stated in Policy 204." Total event costs to include registration costs; how much it costs to get from point A to point B. Maybe

the 70% cannot exceed the total cost of transportation and lodging. We do not fund 15 passenger vans.
- Lily: include 15 passenger vans in policy.
- Aaron: possibly develop a separate funding request form for academic student organization travel events.
- Lily: for current practices, are all off-campus events travel events?
- Aaron: unclear. Post policy 213 as discussion item in funding sub-committee.

b. **Policy 224** – University Council of Clubs & Organizations Funding Policy: The committee will discuss removing Policy 224 and convert into a procedure to Policy 013 University Council of Clubs and Organizations' COP.
- Lily: can we remove the policy?
- Aaron: we can, but that would not be beneficial if the Executive Committee decides not to abolish the UCCO.
- Nia J.: does the B&E club council follow this policy?
- Christopher: no.
- Dena: if this policy is removed, how does the numbering change? Possibly moving towards a manual format?
- Marcus: yes, we should move towards a manual format.
- Aaron: overall, we want to eliminate policies that are written as procedures.

c. **ASI Referendum 2019:** The committee will receive and update on the current status of the referendum and the timeline.
- Dena: the barometer has arrived.
- Aaron: team-based competition.
- Lily: ITS deadlines?
- Aaron: submit before January. Move petitions to digital format.
- Nia J.: can we provide incentives for signing?
- Aaron: not sure, need to clarify with Lisa Chavez.
- Marcus: can't incentivise voting or petitions. But you can set up a station where people can pick up incentives whether or not they sign.
- Veronica: attracting people is different from bribing people. Notification?
- Aaron: in-app notifications cost a lot of money. But push notifications are possible.
- Veronica: voting in the GET system, not the app.
- Nia J.: auto-log out after voting in referendum?
- Aaron: petition can be on GET.
- Nia J.: petitions have to be connected to the GET account to verify signatures. Have petitions in every committee. All ASI members should sign.
- Aaron: standing item in Funding Sub-Committee.
- Dena: athletics wants to support ASI. Contact who can get signatures.
- Veronica: market at staff breakfast where people make announcements.
- Marcus: ASI special presentation about the referendum at student life council meeting.
- Dena: target housing. If every ASI member gets 70 signatures, we'd be at 2800.
- Nia J.: informative table to promote to students.

- Marcus: need to know what Lisa is comfortable with. Informational tables talking about ASI services, and a possible index of the fee to expand programs and services. Aaron should ask Lisa. Successful indexes have shown possible new programs and services, rather than listing them. People get excited.
- Veronica: university-wide email?
- Cynthia: needs to be discussed with Nancy or Jen.
- Marcus: should include three things in a campus-wide email to not be solely focused on indexing. Will contact Jen.
- Aaron: will present to academic senate.
- Jacquelyn: need specific instructions for faculty/staff. Avoid an information session.

d. **Policy 202** – Funding Flowchart: The committee will review the proposed edits to the Funding Flowchart.
- Dena: internal/external budgeted for? Confusing.
- Lily: terrible graphic design. How is this a policy? Going back to the discussion about avoiding procedural policies.
- Marcus: it is not.

V. Reports
a. ASI Vice President for Finance: **Aaron Castaneda**

VI. Adjournment

Offered By:	Christopher Koo				Seconded by:	Nia Johnson
Motion to adjourn at 1:46 pm.						
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

CERTIFICATION

Official Minutes taken for the **Finance Committee** of the Associated Students, Inc. Cal State LA held on Friday, October 26, 2018 in the U-SU Los Angeles Room 308C. Consensus by the ASI Finance Committee on Friday, November 9, 2018.

Prepared by:

Lily Nguyen, ASI Vice Chair for Finance

David San, Secretary/Treasurer