

**ASSOCIATED STUDENTS  
CALIFORNIA STATE UNIVERSITY FULLERTON, INC.**

<b>Finance Committee MINUTES December 6, 2018</b>
---

**CALL TO ORDER**

Maisune Abu-Elhaija, Chair, called the meeting to order at 1:21 p.m.

**ROLL CALL**

Members Present: Abu-Elhaija, Baker, Good, Neal, Quinones

Members Absent: None

Officers Present: Lawrence, Torres

Officers Absent: Borjas<sup>1</sup>

Guests: None

\* Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the bylaws, a member of the Committee who does not remain until the scheduled ending of the meeting (2:30 p.m.) is considered not to be in attendance.]

\*\* Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the bylaws, a member of the Committee is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]

1. Borjas was excused from the meeting due to other University business with no objections.

**APPROVAL OF AGENDA**

The agenda was approved as presented. (Baker-m/Quinones-s)

**APPROVAL OF MINUTES**

The minutes from the November 27, 2018 meeting were approved as presented. (Good-m/Baker-s)

**PUBLIC SPEAKERS**

None.

**TIME CERTAIN**

None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**a. Discussion: ASI  
Budget Process**

Abu-Elhaija stated that the Committee would discuss the orientation packet.

Abu-Elhaija asked if there were any changes to the packet.

Quinones stated that there is a question (“Does this program provide students with an educational/entertainment opportunity not available in the classroom?”) under Annual Budget Guidelines that should include cultural and recreation values, like on the submission form.

Quinones asked if the ICC is looking to sponsor a new event is there a place to indicate it on the budget form.

Lawrence stated there is a question about changes to the budget. There will be likely an increase in the budget to sponsor a new event.

Abu-Elhaija stated that there are orientations today and tomorrow. The packs and budget information will be sent next Friday.

Lawrence stated that the link to the budget submission form would go live on December 14<sup>th</sup>.

Lawrence asked the members if any feedback has been received from the ICC's and students.

Baker stated that the groups have been concerned with the process for holding events off-campus. They do not have access to good spaces on campus in some of the other buildings. There will be multiple organizations coming to the Committee next semester to request off-campus events.

Abu-Elhaija stated that there has always been a process to request off-campus events, but it has been streamlined now.

Baker stated that there were concerns about being denied of use of spaces in the Art building.

Abu-Elhaija stated that the groups should address their concerns with Student Life & Leadership. There are other available spaces on campus. If groups are using ICC funds for an off-campus event, they will need to get the Committee's approval. In the past, the group was required to get approval by email from the Executive VP and the Board Vice Chair-Treasurer.

Abu-Elhaija stated that in terms of process, Asha Nettles meets with all of the councils and knows about their upcoming events. She can help with the request.

Lawrence stated that the current policy cannot tell a group where they can hold an event. The expenditure amount is an issue. The Committee is not saying that an off-campus event cannot happen, but they need to approve the expenditure.

#### REPORTS

**a. Director of Financial Services**

Lawrence wished the members to enjoy their holiday break. Any questions can be emailed to him, Abu-Elhaija or Ohtomo.

**b. Chair**

Abu-Elhaija thanked the members for their work this semester. There was to be 2 potential contingency requests this semester, but the groups changed their minds.

#### ANNOUNCEMENTS/ MEMBERS' PRIVILEGE

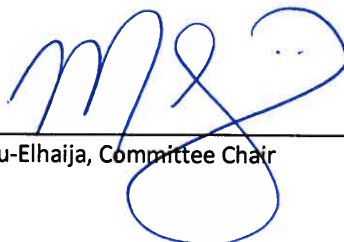
Torres stated that the Breakfast with the Boards has been put on the calendar for February 20<sup>th</sup>. There will be a holiday picture taken at Tuesday's Board meeting.

Good asked if a student group that is not recognized by the University could request contingency.

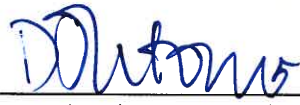
Abu-Elhaija stated that the budget policy requires that student groups seeking ASI funding have to be registered with the University through Student Life & Leadership.

#### ADJOURNMENT

The meeting was adjourned at 1:38 p.m.



Maisune Abu-Elhaija, Committee Chair



---

Deserita Ohtomo, Recording Secretary