

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

<b>Finance Committee MINUTES February 21, 2019</b>
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**CALL TO ORDER** Maisune Abu-Elhajja, Chair, called the meeting to order at 1:16 p.m.

**ROLL CALL** Members Present: Abu-Elhajja, Baker, Good, Neal, Quinones

Members Absent: None

Officers Present: Aldabazal, Lawrence, Torres\*\*

Officers Absent: None

Guests: Asha Nettles, Drew Wiley

\* 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.]

**APPROVAL OF AGENDA** The agenda was approved as presented. (Baker-m/Good-s)

**APPROVAL OF MINUTES** The minutes from the February 14, 2019 meeting were approved as presented. (Baker-m/Neal-s)

**PUBLIC SPEAKERS** None.

**TIME CERTAIN** None.

**UNFINISHED BUSINESS** None.

**NEW BUSINESS**

a. **Update: 2019-20 ASI Budget** Abu-Elhajja stated that there would be an update on the overall budget, including timeline, cuts and other items.

[Torres arrived to the meeting at 1:20pm.]

Lawrence stated the following:

- 1) There has been an adjustment to the budget timeline.
- 2) There are lower enrollment projections for the 2019-20 fiscal year.
- 3) The Higher Education Price Index (HEPI) will adjust the fee revenue by 2.8%. HEPI for 2018-19 was 3.7%.

Lawrence stated that there were increase in the following areas for organizational expenses:

- 1) Minimum Wage
- 2) Cost of Living Adjustment (COLA)
- 3) Insurance
- 4) IT Server Upgrades

## 5) Programming

Lawrence stated that there were increases in the following areas for the Council expenses:

- 1) Travel
- 2) Council Growth

Lawrence stated that there was one funded council that requested B-side funding (only for funding councils).

Abu-Elhaija stated that IFC is a funded council. They do not have B-side funding. It was not explained well enough during the budget orientation.

Aldazabal asked what will happen with these requests.

Abu-Elhaija stated that there is no B-side fund allocations to the funded councils. She will follow up with the Councils.

Lawrence stated that the corporate departments were allocated \$7.233 million in 2018-19. There were \$7.5 million in requests for 2019-20. Adjustments and reductions of 10% or \$290,000 were made to achieve a balanced budget goal.

Lawrence stated that the funded and funding councils were allocated \$585,000 in 2018-19, excluding student leadership awards. There were \$647,100 in requests for 2019-20. There was a 10% increase or \$62,100 in requests. It will be the charge of the Committee to make any changes during budget deliberations.

Lawrence stated that the timeline has been updated.

- 1) February 28: The 2019-20 budget will be presented to the Finance Committee by the ASI President.
- 2) March 14: Budget deliberations at ASI Finance Committee meeting.
- 3) March 19: ASI Board of Directors review and approval.
- 4) April 1: 2019-20 budget forwarded to the University President for approval.

Quinones asked how much was requested for the 2018-19 fiscal year.

Lawrence stated that he did not have the number on hand but would follow up with the information.

**b. Discussion: ASI  
Budget Policy -  
Funding to Students  
and Clubs**

Wiley stated that they are looking to overhaul and update the policy concerning funding students and student groups.

Nettles stated that their purpose was to have a clear and comprehensive policy on how student fees are allocated, spent and accounted. They hope to implement this project at the beginning of the 2019-20 fiscal year.

Wiley stated that they are looking for feedback from the Committee. Wiley asked if there were any areas of clarifications or concerns.

Baker asked if they were taking part of the policies and putting them in one place.

Wiley answered yes.

Abu-Elhaija asked if a student that has been reimbursed for inactive travel during the fall also be reimbursed for active travel during the spring.

Wiley stated that the intention of the policy was to encourage students who attended conferences to have active participation (competing, presenting, and volunteering). If the travel is active, the student can get up to \$500 reimbursed. If the travel is inactive, the student can get up to \$250. When the policy was approved, it might have been assumed that students only traveled once during the year. There are inconsistencies.

Abu-Elhaija stated that there is a \$500 limit per student per fiscal year for travel. Is travel to Mexico and Canada considered international or intercontinental?

Wiley stated that it is international travel, but it is also intercontinental.

Good asked if the list of banned states would affect fees being used for a speaker's travel expenses when the speaker is from one of the banned states.

Wiley stated that the policy affects spending funds when traveling to one of the banned states. The policy does not restrict purchases or contracting for services and speakers from one of the banned states.

Abu-Elhaija asked if there could be a policy to prevent spending funds in banned states.

Nettles stated that the group could review what they value and restrict spending.

Aldazabal stated that they could also establish practices that prevent conducting business with certain vendors if they contribute to certain causes the ASI does not support.

#### REPORTS

**a. Director of Financial Services**

Lawrence reported that there will be more detailed budget information provided next week. Lawrence can answer any of the members' questions. They are also looking for feedback on how the budget process could be improved.

**b. Chair**

Abu-Elhaija reported the following:

- 1) There is an Executive Senate meeting today.
- 2) At next week's meeting, the presidential budget will be presented. The following week, Abu-Elhaija will be attending a conference.
- 3) The budgets will be assigned next week. Any questions can be directed to Abu-Elhaija. Budget analysis for the last 3 years will be sent to the members.
- 4) There will be cuts needed to achieve a balanced budget. Most Councils do not spend 100% of their budget, but they continue to request more. The members need to look at what is being funded.

#### ANNOUNCEMENTS/ MEMBERS' PRIVILEGE

Torres thanked everyone who attended the Breakfast with the Boards event.

Torres stated that training for Dave's evaluation will be held Friday morning.

Aldazabal stated that she will be using the budget history, the Council presentations and the meeting minutes to make budget decisions. Any questions can be directed to Aldazabal.

Good invited everyone to tonight's game and watch them beat the staff at basketball.

Baker stated that she is continuing her fundraiser for breast cancer research until Monday.

Torres asked if they could get a breakdown of the students served by each Council.

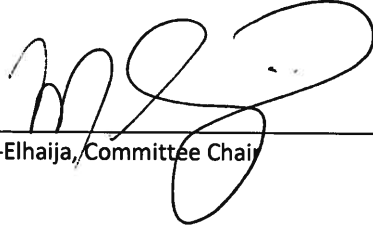
Abu-Elhaja stated that this information was included in the budget proposals. If there were questions on how the numbers were derived, they should have been asked during the presentations. If the members need clarification, she can reach out to the Councils.

Baker asked if the updated budget submissions would be sent after next week's ASI President's presentation.

Abu-Elhaja answered yes.

**ADJOURNMENT**

The meeting was adjourned at 2:10 p.m.



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Maisune Abu-Elhaja, Committee Chair



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Deserita Ohtomo, Recording Secretary