

Associated Students Inc.



Finance Committee

Thu Sep 7, 2023 1:15 PM - 2:30 PM PDT

1. Call to Order

Joe Morales, Chair, called the meeting to order at 1:20 pm.

2. Roll Call

Members Present: Furtado, J. Morales, Ordiano, Seng

Members Absent: Nguyen (E)

Liaisons Present: Hesgard, Mansoor

Liaisons Absent: Macedonio

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

(Furtado-m/Seng-s) Nguyen absence for university business was excused by unanimous consent.

3. Approval of Agenda

(Furtado-m/Seng-s) The agenda was approved by unanimous consent.

4. Approval of Minutes

a. 8/24/23 Finance Committee Minutes

(Furtado-m /Ordiano-s) The minutes for the August 24, 2023 Finance Committee Minutes were adopted by unanimous consent.

5. Public Speakers

Members of the public may address Finance Committee members on any item appearing on this posted agenda.

None.

6. Reports

a. Chair

Joe Morales, Finance Committee Chair, provided a report. The official Finance Committee has been identified. Morales reminded the group that attendance is important to ensure quorum.

b. Director of Student Government

Rebecca Hesgard, Director of Student Government, provided a verbal report. Rebecca thanked the group for their flexibility.

Highlights from the report:

- * The position for Director of NSM has been filled.
- * Two positions are open for the Director of College of Education.
- * Alumni Association is hosting dinner with 12 Titans. The event provides a great opportunity to network .
- * ASI Scholarships are open until October 6th. Board support will be needed to review applications.

7. Unfinished Business

a. None

8. New Business

a. Discussion: Introduction to Budget Process

The Committee will review the budget process for Administration, Operations, Student Government, ICCs, and Councils

J. Morales yielded the floor to Carolyn Ehrlich, CFO to review the budget process. Ehrlich reviewed a presentation, which is an attachment to the minutes.

Highlights:

- * Budget is an estimate of what will be spent in a 12-month period within a given category.
- * Begins with prior year's numbers and is then prepared for specific departments and projects within the departments.
- * Budget applications and requests begin in October / November and due to Finance Committee in January.
- * Committee will review applications and make determinations with the aid of a rubric.

Joe Morales opened the floor to questions and points of discussion.


*J. Morales asked when applications are usually reviewed. Hesgard responded that the Executive Senate and commissions are typically due by January. The rubric will come to the Finance Committee for review and will work with the CFO to determine the recommended budget.

9. Announcements/Member's Privilege

None

10. Adjournment

Joe Morales, Chair, adjourned the meeting at 1:48 pm.



ASI Board Treasurer-Secretary (Sep 28, 2023 08:48 PDT)

Joe Morales, Chair



Erika Perret-Martinez, Recording Secretary

Roll Call 2023-2024

09/07/2023 FINANCE Committee Roll Call

Attendance	Board Members			
			Present	Absent
NSM	FURTADO	NIC	1	
CHAIR/TREASURER	MORALES	JOE	1	
ARTS	NGUYEN	TONY		1
COMM	ORDIANO	CARMEN	1	
ECS	SENG	ANTHONY	1	
			Present	Absent
			4	1

Attendance	Liaisons			
			Present	Absent
DIR STU GOVT	HESGARD	REBECCA	1	
ASI Pres Rep	MACEDONIO	CAMERON		1
ASI Chair Designee	MASOOR	SHAWAN	1	
			Present	Absent
			2	1

*Recording Secretary: Erika Perret-Martinez
 Pres Designee: Cameron Macedonio
 Chair Designee: Shawan Mansoor

QUORUM 4

Roll Call Votes			001					
			Yes	No	Abstain	Yes	No	Abstain
NSM	FURTADO	NIC						
ARTS	NGUYEN	TONY						
COMM	ORDIANO	CARMEN						
ECS	SENG	ANTHONY						
CHAIR/TREASURER	MORALES	JOE						
			Yes	No	Abstain	Yes	No	Abstain
			0	0	0	0	0	0

Majority 3

Introduction to ASI Budgeting

September 7, 2023

What is an Operating Budget

- Estimate of what is going to be spent
- Spent in One Year
- Cannot Carryforward to Next Year
- Comparisons to Budget are Key to Managing the organization
- Normally broken into a hierarchy of the organization – Division, Program

Division, Department and Project

- Budget identified by each Operational Area
- Each Division (ASI and TSC) are separated
- The Departments are the responsibility of each Director and Project Manager
- Budget begins with Prior Year's numbers
- Project Manager proposes amounts based on prior year with any notation, issue, or new requests detailed
- Meetings with Finance, Adjustments if needed
- Combination process to summarize all budgets

Budget Timeline

- Departments and Projects other than Student Government
 - Process begins for all Departments and Projects in November
 - Draft budgets due to Finance by January 2024
 - Meetings and analysis through February
 - Review completed and presented to Executive Director by end of February
- Student Government Process
 - Discussions begin in October/November timeframe with review of rubric and application questionnaire
 - All information due to Finance Committee last year by January 20th
 - More dates to follow for timing

Student Engagement and Services

- Consists of:
 - Funded and Funding Councils
 - Programmatic areas of Student Programs and Engagement
 - Arboretum
 - Commissions
 - Elections
 - Research Grants
 - Board of Directors (outreach)
- Generally grows each year
- Last year, was approximately \$5M with \$2M designated for Athletics
 - Student Government - \$1M
 - Programs and Engagement - \$1.3M
 - Funded and Funding - \$600K

Budget Process

- Finance Committee reviews current application
- Rubric is also reviewed for scoring with emphasis where needed
- Utilize rubric to score
- Deliberate and discuss with Finance Committee members providing input
- President presents proposed funding amounts



Questions?

Associated Students

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graph TD; A[Associated Students] --- B[Student Government]; A --- C[Student Programs & Engagement]; A --- D[Administration]; A --- E[Children's Center]; A --- F[Athletics – Self Funded];
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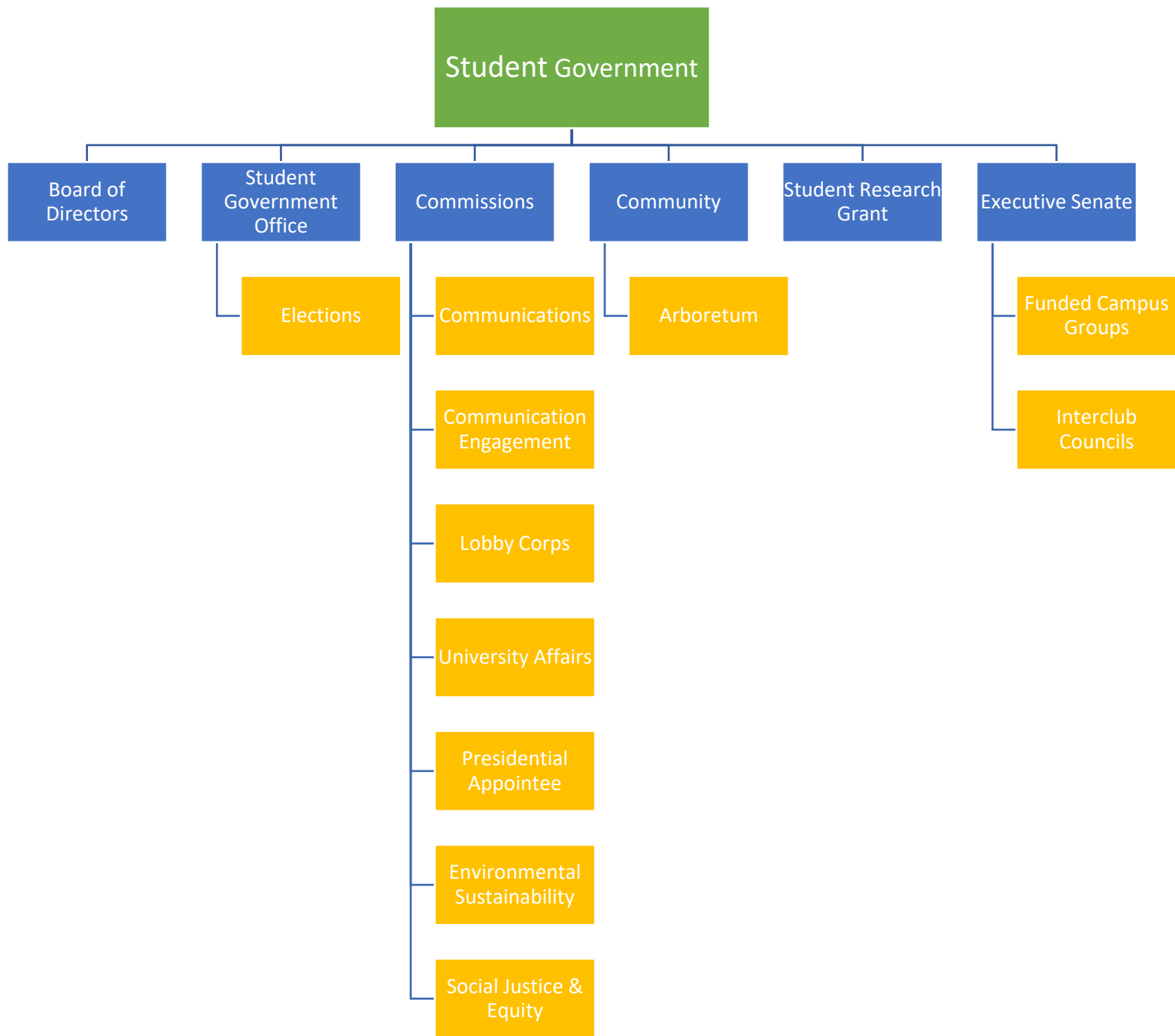
Student
Government

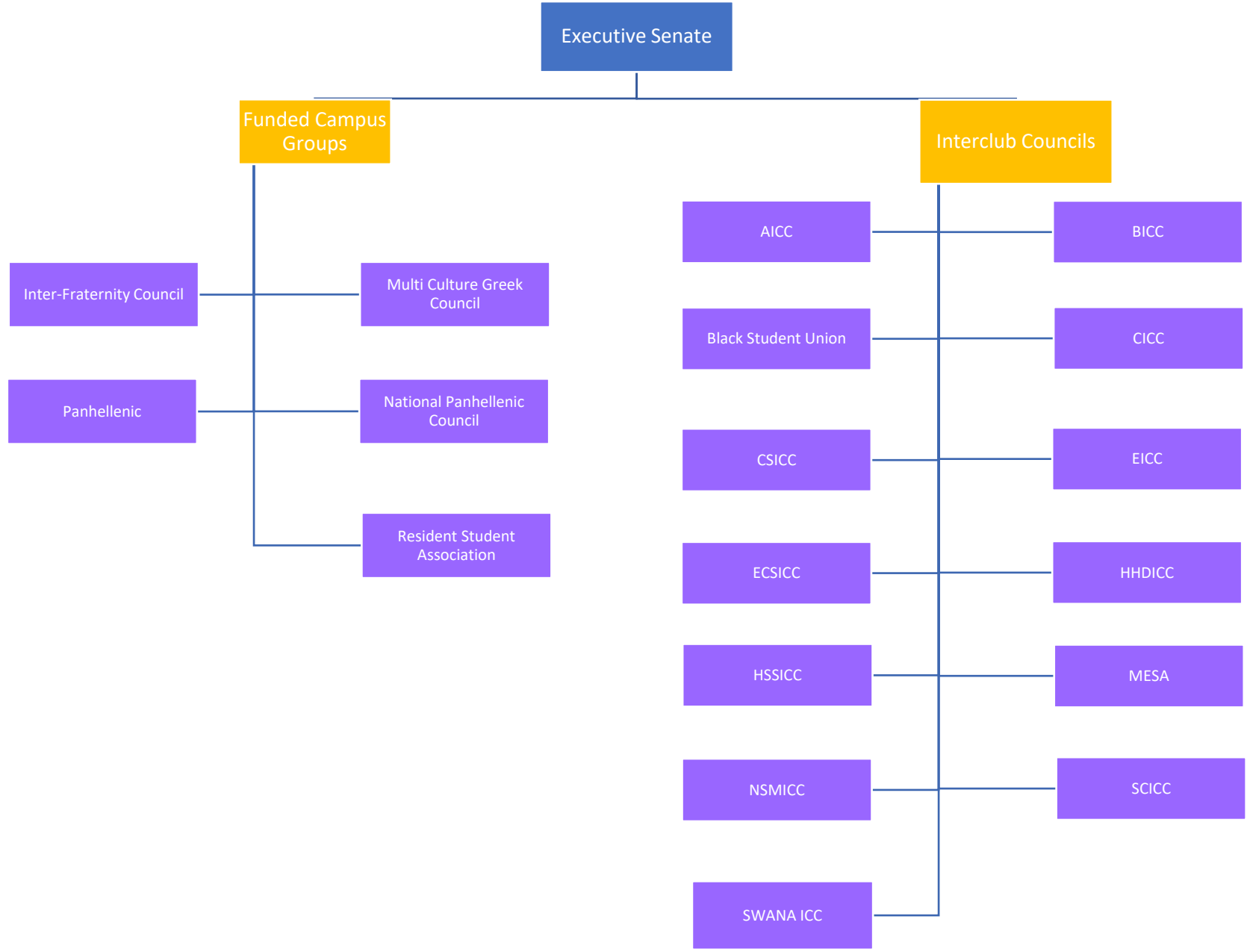
Student
Programs &
Engagement

Administration

Children's
Center

Athletics – Self
Funded





Student Programs & Engagement

Student Programming

AICA

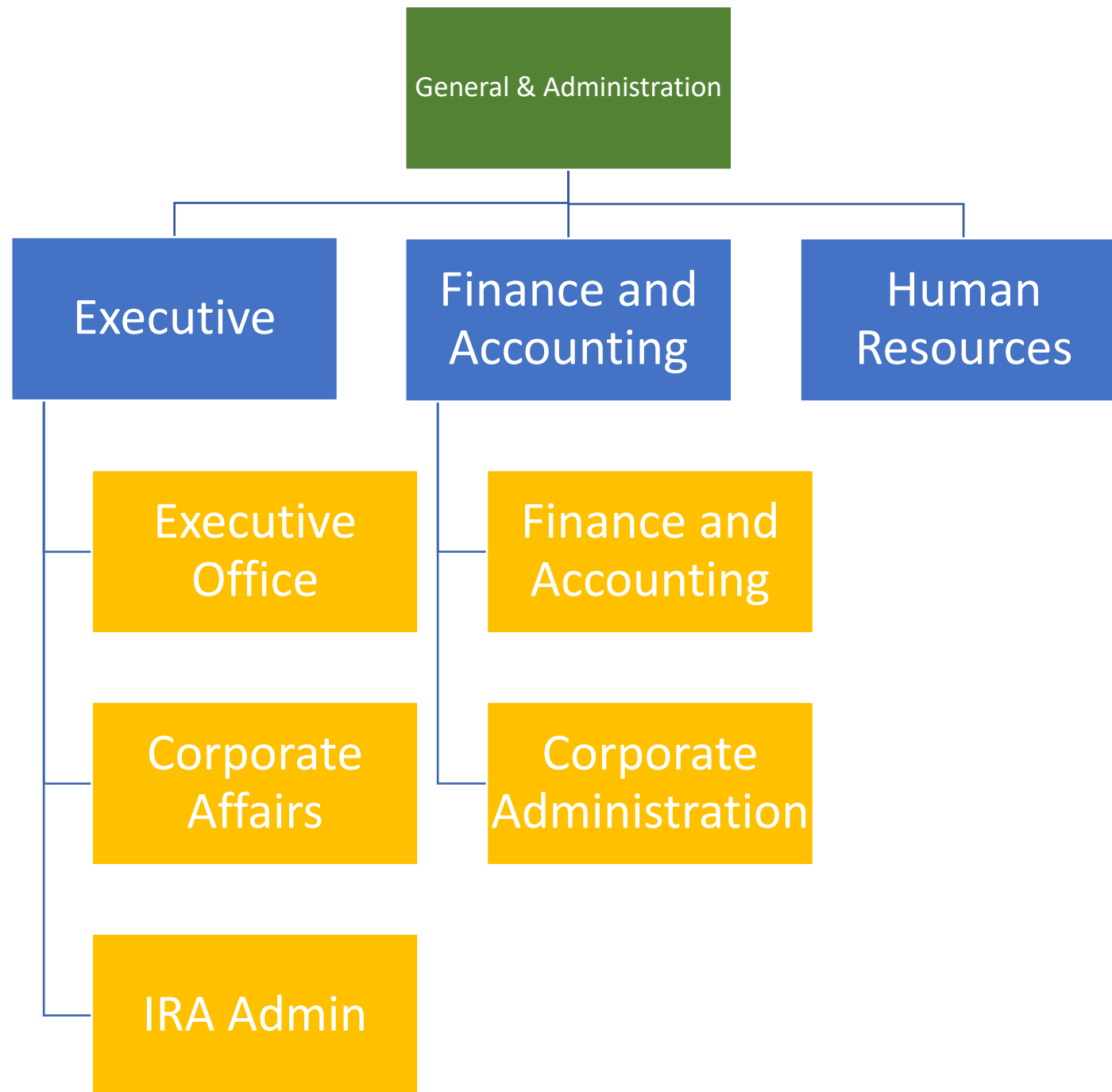
Student Programming

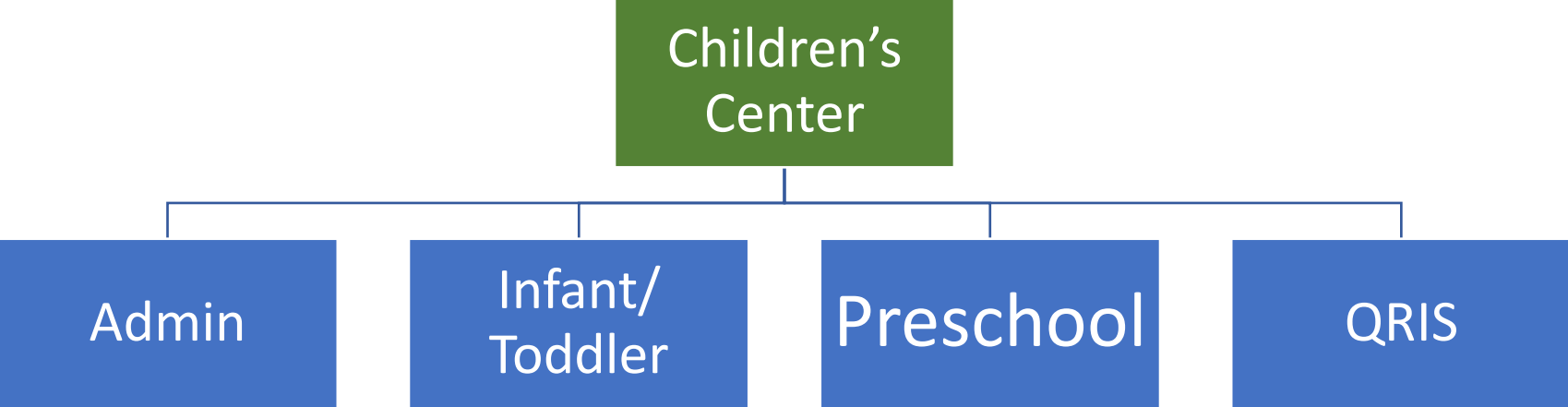
Speakers Series

Spring Concert

Farmers Market

Camp Titan





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Interim Agreement Report










2023-10-03

Created:	2023-09-22
By:	Susan Collins (sucollins@fullerton.edu)
Status:	Out for Signature
Transaction ID:	CBJCHBCAABAAvfChNu5Ye9WwC4HLKI9Ts2v8GMRxFNSw

Agreement History

Agreement history is the list of the events that have impacted the status of the agreement prior to the final signature. A final audit report will be generated when the agreement is complete.

"fin_2023_09_07_min" History

-  Document created by Susan Collins (sucollins@fullerton.edu)
2023-09-22 - 4:10:41 PM GMT- IP address: 137.151.113.11
-  Document emailed to ASI Board Treasurer-Secretary (asboardtreasurer@fullerton.edu) for signature
2023-09-22 - 4:11:10 PM GMT
-  Email viewed by ASI Board Treasurer-Secretary (asboardtreasurer@fullerton.edu)
2023-09-28 - 3:48:02 PM GMT- IP address: 172.89.57.15
-  ASI Board Treasurer-Secretary (asboardtreasurer@fullerton.edu) has agreed to the terms of use and to do business electronically with California State University, Fullerton
2023-09-28 - 3:48:20 PM GMT- IP address: 172.89.57.15
-  Document e-signed by ASI Board Treasurer-Secretary (asboardtreasurer@fullerton.edu)
Signature Date: 2023-09-28 - 3:48:20 PM GMT - Time Source: server- IP address: 172.89.57.15
-  Document emailed to Erika Perret-Martinez (eriperret-martinez@fullerton.edu) for signature
2023-09-28 - 3:48:21 PM GMT
-  Email viewed by Erika Perret-Martinez (eriperret-martinez@fullerton.edu)
2023-09-28 - 3:50:25 PM GMT- IP address: 104.47.55.126
-  Erika Perret-Martinez (eriperret-martinez@fullerton.edu) has agreed to the terms of use and to do business electronically with California State University, Fullerton
2023-09-28 - 3:50:39 PM GMT- IP address: 137.151.113.82
-  Document e-signed by Erika Perret-Martinez (eriperret-martinez@fullerton.edu)
Signature Date: 2023-09-28 - 3:50:39 PM GMT - Time Source: server- IP address: 137.151.113.82