



Minutes

Finance Committee

📅 Thu October 21st, 2021

🕒 1:15pm - 2:30pm PDT

📍 ASI Boardroom - Titan Student Union

👥 In Attendance

1. **Call to Order**

Christopher Carlsen, Chair, called the meeting to order at 1:17 p.m.

2. **Roll Call**

Members Present: Carlsen, Diaz, San Gabriel

Members Absent: Arnwine (E)

Liaisons Present: Chammas, Mitchell, Nettles

Liaisons Absent:

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.

Absence of Arnwine (Carlsen-m,Diaz-s) was excused by unanimous consent.

3. **Approval of Agenda**

Decision: (San Gabriel-m/Diaz-s) The agenda was approved by unanimous consent.

4. **Approval of Minutes**

Decision: (San Gabriel-m/Diaz-s) The October 7, 2021 Finance Committee meeting minutes were approved by unanimous consent.

a. **10/07/2021 Finance Committee Minutes**

5. **Public Speakers**

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

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

There were no public speakers.

6. **Reports**

a. **Chair**

Christopher Carlsen, Chair shared a report on handbills, will be passed out on Nov 9 near Mahalo Hall building. Reviewed the Executive Senate budget with Dawson.

b. **Director, Student Government**

Asha Nettles, Director of Student Government, shared a report on taking care of self, and attending classes. Note on various committees on campus. Know any students who have interest in academic committees, refer them to ASI.

7. **Unfinished Business**

None

There was no unfinished business.

8. **New Business**

a. **Action: Expenditure over \$5,000 Request - BICC**

The Committee will consider a request for an expenditure over \$5,000 from the Business Inter-Club Council (BICC) for the guest speaker fee of \$13,000 for one of Business Madness 2022's events on March 9th, 2022.

FC 002 21-22 (San Gabriel-m/ Diaz-s) A motion was made and seconded to approve a request over \$5,000.00 for the Business Inter-Club Council (BICC) for their guest speaker fee of \$13,000.00 for one of Business Madness 2022 events on March 9, 2022.

Carlsen reviewed the request.

BICC representatives shared information on BICC funding expenditure. Carnival, workshop, speaker event. Reasons for the request over standard budget limit request over \$5,000. Shared a presentation on upcoming funded events. Will have Jia Jiang giving a speech, gave a TED Talk previously.

Carlsen opened the floor to questions.

- Diaz requested an overview of what the event will entail, including if there would be a Question/Answer session, and what are some of the topics the speaker will discuss. The BICC Chair and Vice Chair shared the theme of the event is Rejection Theory. The first thirty minutes will cover the speaker's personal experience dealing with rejection. The final thirty minutes will be a Question/Answer session. Food will be provided by BICC prior to the start of the event. The event will be approximately one hour in duration.
- Nettles provided an overview of viewpoint neutrality. The speaker/artist/performer of an event is not to be used as a factor in determining funding. So long as the event is free, accessible, and open to students. The type and content of speakers is not to be taken into account which would include subjective interpretation of speaker/content, etc; only the benefit of the event to students.
- Diaz asked what are the means for promoting/advertising this event? BICC shared the event will be promoted through social media, fliers available through bulletin boards located in the College of Business and Economics, through art organizations within BICC, and sending mass emails through Business Madness Week to all business students prior to the event.

Carlsen opened the floor to discussion.

- Chammas shared positive opinion and enthusiasm for the upcoming event as many students have faced, and will likely face some amount rejection after graduation. This is a topic not widely discussed.
- Diaz commended BICC for negotiating a more cost-effective price with the event speaker as many clubs on campus do not commonly make an effort. The information provided by the speaker will be beneficial to

students, especially art students, as it is common for artists to face rejection.

- Carlsen shared in 2019 the students of business were anticipating the event. Shared appreciation for planning the event far enough in advance to give the Committee time to arrange the event.

Carlsen asked if there were any objections to moving to a roll call vote. There were no objections.

**Decision: FC 002 21-22 (San Gabriel-m/Diaz-s) Roll Call
Vote:3-0-0 The motion to approve a request over
\$5,000.00 for the Business Inter-Club Council
(BICC) for their speaker event during Business
Madness Week 2022, was adopted.**

b. Action: Expenditure over \$5,000 Request - SWANA ICC

The Committee will consider a request for an expenditure over \$5,000 from the SWANA ICC for the performance fee of \$5,000 for one of SWANA Week's events.

FC 003 21-22 (San Gabriel-m/Diaz-s) A motion was made and seconded to approve a request over \$5,000.00 for SWANA ICC for the performance fee of \$5,000.00 for one SWANA Week's events..

Carlsen yielded to Chammas to review the request.

Chammas provided an overview of the request. This will be the third annual SWANA Week hosted by CSUF. The purpose of SWANA Week is to show representation on campus. ASI will not be involved in the demographics or planning of the event. All arrangements will be administered through the SWANA ICC. The event is intended to represent the unique heritage, culture, and traditions through the CSUF venue including food, workshops, and dance. This event will allow the SWANA community to express their customs and traditions from their home community, to the places they've travelled, including students who have travelled to America to receive an education as well as a place to live. This event is intended to increase cultural awareness amongst students, building relationships with the SWANA community, and understanding their cultural values. This event will increase inclusivity for the SWANA community as members of the campus community. A request is made for \$5,000.00 to fund the cost of event. The price includes an increase in the number of performers. The event will be four hours in duration. The first one and a half hours will include their performance. The remainder of the event will include the teaching of the Depka Dance along with student participation.

Carlsen opened the floor to questions.

- San Gabriel asked, what is the location of the event? Chammas answered, this event will be held Thursday, November fourth, at 4:30pm. The SWANA team will not appear until approximately 5:15pm as SWANA food will be served, along with a disc-jockey. The event will be located outside the Becker Amphitheatre near the Titan sign. Fliers will also be posted and available.
- Diaz asked if the increase in the number of dancers is reflected in the invoice. Chammas confirmed.
- Carlsen asked if the number of dancers was previously five. Chammas confirmed.

Carlsen opened the floor to discussion.

- Nettles shared, a brief history of organizations through which SWANA events have been funded. This is the first time funding for SWANA events has been requested through ASI.

Carlsen asked if there were any objections to moving to a roll call vote. There were no objections.

Decision: FC 003 21-22 (San Gabriel-m/Diaz-s) Roll Call Vote (3-0-0): The motion to approve the request over \$5,000.00 for SWANA ICC for one of the SWANA Week's performance events was adopted.

9. **Announcements/Member's Privilege**

There were no announcements.

10. **Adjournment**

Christopher Carlsen, Chair, adjourned the meeting at 1:39 p.m.



Christopher Carlsen, Finance Committee Chair



Susan Collins, Recording Secretary

Roll Call 2021-2022

10/21/2021 FINANCE Committee Roll Call

Attendance		Board Members	Present	Absent
HSS	ARNWINE	MARCUS		1
SECRETARY (ARTS)	DIAZ	MORGAN	1	
HSS	SAN GABRIEL	HANNAH	1	
CHAIR/TREASURER	CARLSEN	CHRISTOPHER	1	
			Present	Absent
			3	1

Attendance		LIAISONS	Present	Absent
CHAIR (CBE)	CHAMMAS	MARY	1	
PRESIDENT	MITCHELL	JOSHUA	1	
DIR SG	NETTLES	ASHA	1	
			Present	Absent
			3	0

*Recording Secretary: Susan Collins

Mitchell arrived at 1:29 pm

ACTION ITEMS:

Roll Call Votes	start 002		002 - BICC over \$5k Request			003 - SWANA ICC over \$5k Request		
			Yes	No	Abstain	Yes	No	Abstain
HSS	ARNWINE	MARCUS	Absent					
SECRETARY (ARTS)	DIAZ	MORGAN	1			1		
HSS	SAN GABRIEL	HANNAH	1			1		
CHAIR/TREASURER	CARLSEN	CHRISTOPHER	1			1		
			Yes	No	Abstain	Yes	No	Abstain
			3	0	0	3	0	0



Expenditure Request

Business Madness Guest Speaker

Business Madness Week

Business Madness takes place during the first week of March and is filled with activities for all of CBE to enjoy! Throughout the week, we will have a professional workshop, fun activities, an exclusive speaker event, and a Career Expo hosted by the Business Career Center.



Business Madness Week

BUSINESS INTER-CLUB COUNCIL

'THINK BIG' WITH:

DEAN MCFLICKER

March 4th
5:30 pm - 7:30 pm
TSU Pavilion - A



Senior VP, Creative Director,
& Marketing Expert
for NBC Universal

RSVP: TinyU

GUEST SPEAKER EVENT

PRESENTED BY
BUSINESS INTER-CLUB COUNCIL



Barb Stegemann

Wednesday, March 3rd, 2021
6-7 PM
Zoom ID: 751 123 4567

BUSINESS INTER-CLUB COUNCIL

BUSINESS ETIQUETTE WORKSHOP

AN EVENING OF PROFESSIONAL DEVELOPMENT + FOOD

MARCH 3RD 5:30PM-7:30 PM

BUSINESS MADNESS

SCHEDULE OF EVENTS

How to Talk to Employers at the Virtual Job Fair		Paint Night
2:15-3:45 PM	RSVP: bit.ly/biccfairprep	5:30 PM RSVP'S CLOSED
MARCH 1ST		
MARCH 2ND		Bold, Brave, Branding 4:545 PM RSVP: bit.ly/biccbranding
MARCH 3RD		Surprise Guest Speaker 6-7 PM RSVP: bit.ly/biccspeaker
MARCH 4TH		Career Expo 1-5 PM RSVP: http://bit.ly/CBE-CE

BUSINESS INTER-CLUB COUNCIL

RSVP TO

Paint Night

Receive a FREE Paint by the Numbers set



bit.ly/biccpaint
March 1, 2021 | 5-6:30
Zoom ID: 519 787 3307



KICK OFF BUSINESS MADNESS WEEK AT THE

BICC CARNIVAL



March 2nd, 11:00 am - 1:00 pm
Mihaylo Courtyard

Enjoy FREE food, fun games,
and play with puppies!

BUSINESS INTER-CLUB COUNCIL

BUSINESS INTER-CLUB COUNCIL

RSVP TO

BOLD, BRAVE, BRANDING

Collab with Business Career Services
&
Receive a FREE Padfolio

bit.ly/biccbranding
March 2, 2021 | 4 pm
Zoom ID: 814 7040 6227

Jia Jiang

Jia Jiang is an entrepreneur and top keynote speaker on emotional intelligence and overcoming rejection, famous for his “100 Days of Rejection” challenge.



EVENT: Wednesday March 9th, 2022 @ 6PM
TSU PAVILLIONS (TENTATIVE)

COST: \$13,000

Previous Speaking Fee: \$17,500



CALIFORNIA STATE UNIVERSITY, FULLERTON™

**A RESOLUTION APPROVING AN EXPENDITURE OVER \$5,000: BICC BUSINESS
MADNESS SPEAKER**

Sponsors: Christopher Carlsen

WHEREAS, The Associated Students, Incorporated (ASI) is a 501 (c)(3) nonprofit organization that operates as an auxiliary organization of California State University, Fullerton; and

WHEREAS, ASI is governed by ASI Board of Directors, sets policy for the organization, approves all funding allocations to programs and services, and advocates on behalf of student interests on committees and boards; and

WHEREAS, ASI's mission is to provide students and campus community members with important social, cultural, and recreational opportunities as well as a wide range of programs and services; and

WHEREAS, per policy, any funding provided to students or student organizations in excess of \$5,000 for a single expense must be approved by the Finance Committee; and

WHEREAS, Business Inter-Club Council has provided the documentation attached seeking approval for a single expense of \$13,000; therefore let it be

RESOLVED, ASI approves the expenditure request for the BICC Business Madness Speaker; and let it be finally

RESOLVED, that this Resolution be distributed to applicable ASI departments and staff.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the DATE day of MONTH in the year two thousand and twenty-one.

Mary Chammas
Chair, Board of Directors

Morgan Diaz
Secretary, Board of Directors

**CLIENT FIRM OFFER**Speaker: **Jia Jiang**Client Event Date: **Wednesday 3/9/2022**Company (Client): **Business Inter-Club Council**

Pre-record/Add'l Dates:

BigSpeak Advisor: **Amy Eddy**

(805) 965-1400

Program Type: **In Person Keynote****Program & Audience**

Speaker's Program Topic:

Rejection ProofNumber of Attendees: **150**

Attendee Profile:

StudentsEvent Name: **Business Madness Week**Number of Programs: **1**

Weblink:

Speaker Attire: **Business Casual****Agenda**Start Time + Time Zone: **6:00 PM PT**Program Length: **40 Minutes**Q&A Length: **20 Minutes**Total Program Length: **60 Minutes**

Detailed Agenda (include pre-record due dates, speaker arrival/login time, tech check):

5:15 pm: Arrival time at the location**6:00 pm: Keynote session begins****6:45 pm: Q+A****7:00-7:30 pm: Closing/pictures/meet & greet with students****Speaker's commitments will be done by 7:45pm****Event Venue/Virtual Platform**Venue/Virtual Platform: **Campus-Titan Student Union (Pavilion A)**Venue Address: **800 N State College**City: **Fullerton**State: **CA**Zip: **92831**

Country:



CLIENT FIRM OFFER

Special Requests ***SUBJECT TO SPEAKER APPROVAL***

Additional Activity Requests

- ☒ Pre-event call with Speaker (or in some instances Speaker's representative)
- ☐ Book Signing (if Client purchasing Speaker's books)

Additional Activity Requests:

Recording Requests (Subject to Speaker Approval)

- ☐ **Recording for Future Promotion:** Client may record program and use recorded clips (under 2 minutes total) for future event promotion. Speaker must approve clips.
- ☐ **Recording for Internal Use:** Client uses recording (pre-approved by Speaker) for internal use only on a password-protected server for up to 30 days.
- ☐ **Livestreaming:** Client livestreams for internal use on a password-protected server available to registrants only.
- ☒ **No Recording**

Recording Requests:

No recording

Contacts

Primary Client Contact

Name: **Vivian Yenson**

Phone: **(714) 548-7800**

Address: **800 N State College Blvd**

State: **CA**

ZIP: **92831**

Title: **BICC President**

Email: **biccpresident@fullerton.edu**

City: **Fullerton**

Country: **United States**

Billing (if different than primary contact)

Name: **Vivian Yenson**

Phone: **(714) 548-7800**

Address:

Title: **President, Business Inter-Club Council**

Email: **biccpresident@fullerton.edu**

Client's Logistics Contact

Name: **Vivian Yenson**

Email: **biccpresident@fullerton.edu**

Mobile Phone: **(714) 548-7800**

Fees and Travel/Tech Details

Speaker Fee: \$13,000

USD Net of country, state, county or local taxes

If your organization withholds a percentage of payment due to state or country tax policies, please indicate regulated percentage here ____, as it may impact Speaker's fee.

Travel/Tech/Studio Fee: \$0

USD

Travel/Tech/Studio Details:

Speaker to book and pay for all travel including: airfare, home and event city ground transportation, hotel, meals and incidentals.



CLIENT FIRM OFFER

TERMS

Your signature below acknowledges you are authorized to sign BigSpeak, Inc.'s (BigSpeak's) Client Firm Offer on behalf of Client. Upon Speaker's acceptance of this Firm Offer, this document becomes a binding contract.

Payment. Nonrefundable confirmation deposit (50% of Speaker Fee and 100% of travel fee) is due within 14 days; balance (50% of Speaker Fee) is due 30 days prior to the event date, or the pre-recorded program due date, whichever comes first. For events within 30 days of BigSpeak's receipt of the signed Client Firm Offer, 100% of Speaker and Travel Fees are due within two business days.

Cancellation.

Client. If Client cancels (effective when written notice is received by BigSpeak):

0-90 days before Event, 100% payment is due;

91-120 days before Event, 75% is due;

121 or more days before Event, 50% is due.

Client is responsible for any non-refundable travel expenses Speaker has incurred.

Speaker. If Speaker cancels and BigSpeak is unable to provide another Speaker acceptable to Client, Speaker and BigSpeak will return any prepaid fees to Client, without interest and without further liability.

Speaker Requirements. Certain speakers require different payment and cancellation terms from above and have additional requirements (e.g. recording, travel, A/V, insurance) not listed above.

Visas. For events outside the United States, Client is responsible for ensuring that any needed work visas have been obtained by Speaker for the event. BigSpeak recommends this process to begin 90 days or earlier before the event.

Additional Activities. Additional Activities are requests by Client and not guaranteed as part of the Program. The Speaker Fee is for the Program only and any Additional Activities are undertaken at Speaker's discretion.

Virtual Programs (if applicable). Client agrees to provide a reliable technology platform suitable for both audience and Speaker use, and to ensure there are no delays, delivery failures, viruses, hacker intrusions or other damage resulting from use of the platform. If an unrecoverable platform or connectivity failure occurs, either prior to or during the Speaker's presentation, Speaker and Client will make reasonable efforts to reschedule the event, subject to Speaker's availability and terms. Client agrees to comply with all laws and regulations governing personal privacy and personal data protection while preparing or using the technology platform.

Force Majeure. In the event performance of any obligation under this agreement by either party is prevented due to acts of God, exchange controls, export/import controls or other government restrictions, wars, hostilities, blockades, civil disturbances, revolutions, strikes, terrorist attacks, lockouts, epidemics, pandemics, or any other cause beyond the reasonable control of a party, that party shall not be responsible to the other party for failure or delay in performance of its obligations under this agreement. Each party shall promptly notify the other party of a force majeure condition. Force majeure shall not exempt, but merely suspend any party from its duty to perform obligations under this contract, and performance shall then be rescheduled to a mutually acceptable time to take place within 12 months from the original event date. If the event is rescheduled, payment shall be due according to the originally scheduled event date and Client will be responsible for any additional travel expenses associated with rescheduling the program.

Governing Law. This agreement shall be governed by the laws of California.

Indemnification. Each Party (Client, BigSpeak, Speaker) shall each indemnify, release, defend and hold harmless the other Parties (including their directors, officers and employees) from and against claims, demands, causes of action, losses, damages, liabilities, costs and expenses, including reasonable attorneys' fees and costs, arising out of a third Party claim, action, or proceeding, based directly or indirectly arising from or relating to its performance under this contract. Except for willful misconduct or gross negligence, no Party shall be liable to the other for punitive, exemplary, special, indirect, or consequential damages including, lost profits, each Party's aggregate liability being limited to the other Party's direct damages.

**CLIENT FIRM OFFER**

Collection. If BigSpeak must recover funds from Client using an attorney or collection agent, Client agrees to pay all collection costs including reasonable attorneys' fees and litigation costs incurred to recover funds due under this agreement. BigSpeak may choose arbitration or file action in court to recover funds due.

Recording, Reproduction & A/V. Client agrees not to photograph, record, or reproduce any part of Speaker's presentation without BigSpeak's prior written consent. If Speaker approves recording, Client shall provide a full-length copy of the recording to BigSpeak after the event. Client will pay for reproduction of handout materials (if any). Speaker will provide one master copy in digital form. Client is responsible for Speaker's audio/visual requirements.

Publicity. Events may not be publicized until BigSpeak receives Client's deposit and Speaker approves the contract terms. When the deposit is received, Speaker's marketing materials (headshot, bio, etc.) will be provided. Client must receive written permission from BigSpeak to modify Speaker marketing materials.

Modifications. Modifications to this Agreement must be agreed to and signed by all parties in writing.

Breach of Contract. In the event Client refuses or neglects to perform any of the contract items, and/or fails to make required payments, Speaker shall have the right to refuse to perform this contract, and BigSpeak and Speaker shall retain any amounts paid to BigSpeak by Client, and Client shall remain liable to BigSpeak and Speaker for the agreed upon fees, including all remaining balances.

Agreed by Client:

Signature

Date

Name and Title (Printed) of Authorized Signatory



CALIFORNIA STATE UNIVERSITY, FULLERTON™

A RESOLUTION APPROVING AN EXPENDITURE OVER \$5,000: SWANA

Sponsors: Christopher Carlsen

WHEREAS, The Associated Students, Incorporated (ASI) is a 501 (c)(3) nonprofit organization that operates as an auxiliary organization of California State University, Fullerton; and

WHEREAS, ASI is governed by ASI Board of Directors, sets policy for the organization, approves all funding allocations to programs and services, and advocates on behalf of student interests on committees and boards; and

WHEREAS, ASI's mission is to provide students and campus community members with important social, cultural, and recreational opportunities as well as a wide range of programs and services; and

WHEREAS, per policy, any funding provided to students or student organizations in excess of \$5,000 for a single expense must be approved by the Finance Committee; and

WHEREAS, SWANA ICC has provided the documentation attached seeking approval for a single expense of \$5,000; therefore let it be

RESOLVED, ASI approves the expenditure request for the Freedom Dabka Group Performance during SWANA Week; and let it be finally

RESOLVED, that this Resolution be distributed to applicable ASI departments and staff.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the DATE day of MONTH in the year two thousand and twenty-one.

Mary Chammas
Chair, Board of Directors

Morgan Diaz
Secretary, Board of Directors

Freedom Dabka Group

FDG

Amer Abdelrasoul

86 Highland Road
Staten Island NY 10308

347-628-0183

freedomdabka@gmail.com

freedomdabka.com

Invoice No.: 2001

Invoice Date: November 4, 2021

Bill To: California State University

Address: 800 N college blvd
Fullerton, CA 92831

Phone: 212-550-7445

E-mail: csu@freedomdabka.com

Fax:

Any of our services can be included in this package.

Performance Fee	\$	1,500.00
Flights and tickets (7 passengers and 2 luggages)	\$	2,500.00
Car rental	\$	500.00
Hotel	\$	500.00

Invoice Subtotal

Deposit Received

TOTAL \$ 5,000.00

Please make all checks payable to the Freedom Dabka Group

Thank you for your business!

SWANA Week 2021

SWANA, LSA, SJP, MSA, COPTIC, ASA, ASA, APARC, ASI, IRANSA

CSUF SWANA Students Present

SWANA WEEK 21

SWANA BREAKY

NOVEMBER 1ST | 1:15 PM - 2:30 PM | GABRIELINO

Travel through several swana communities by experiencing a taste of traditional SWANA breakfast foods

GUEST SPEAKER

NOVEMBER 2ND | 5:00PM - 6:45 PM | ALVARADO

A DISCUSSION WITH....

SWANA ART

NOVEMBER 3RD | 12:45 - 2:15 | DIRC

Learn about the beautiful art of calligraphy in the SWANA region with a presentation from ... and a hands on workshop

DABKE NIGHT

NOVEMBER 4TH | 3:30 - 8:00PM | AMPITHEATRE

Join us for a professional performance by Freedom Dabke Group and have fun with free food and music by DJ Franky Flow



2021

SWANA WEEK

Celebrating our culture

SWANA Breaky

NOVEMBER 1ST | 1:15PM-2:30PM | GABRIELINO

Travel through several swana communities by experiencing a taste of traditional SWANA breakfast foods

Guest Speaker

NOVEMBER 2ND | 5:00PM-6:45PM | ALVARADO

A discussion about

SWANA Art

NOVEMBER 3RD | 12:45PM-2:15PM | DIRC

Learn about the beautiful art of calligraphy in the SWANA region with a presentation from ... and a hands on workshop

Dabke Night

NOVEMBER 4TH | 3:30PM-8:00PM | AMPITHEATRE

Join us for a professional performance by Freedom Dabke Group and have fun with free food and music by DJ Franky Flow



About SWANA Week

- CSUF'S 3rd SWANA week.
- No representation of the SWANA community on campus.
- The purpose of this event is to represent SWANA culture at CSUF and showcase our unique culture, heritage, and traditions by workshops, food, and events.
- The importance is to allow the SWANA community to express themselves through their customs and traditions.

About SWANA Week

1. Our fellow Titans will be culturally aware, when they are working with people and building relationships with them. It helps to have some perspective and understanding of cultures.
2. It allows others to get a better understanding of the SWANA community and its culture.
3. Allows students to find their communities early on.
4. It allows others to be apart of the culture and express themselves through the workshops, events, and food.
5. People get to interact and learn more about the SWANA Culture, customs and traditions.
6. Strengthens the SWANA pride, and community on campus.

Breakdown: DAY 1

- Food and setup: \$500 (Variety of SWANA breakfast foods)
- Sweet 3 Sisters has traditional event planning and food catering. She will be setting up a layout and catering the SWANA breakfast foods so we would traditionally have in the region. It allows others to be apart of the culture and express themselves through the food and community. People get to interact and learn more about the SWANA foods through their customs and traditions while strengthening the SWANA pride, and community on campus.



Breakdown DAY 2

Speaker- \$840

Food- \$450 (Armenian Food)

We will be having someone speak to discuss the difference between culture and religion in the SWANA region. It helps to have some perspective and understanding of cultures and allows others to get a better understanding of the SWANA community and its culture and religions that embody it.



Breakdown DAY 3

Materials for 50 people: \$160

Guest Speaker: \$100

Afghan Sweets: \$300 (Hatem Restaurant)

Mr. Sharif is our guest speaker who will be doing a 30 minute presentation on SWANA calligraphy in the region as well as its history and importance. He will then lead a 30 minute interactive workshop to allow students to connect with the community and learn from previous traditions and customs.



SWANA WEEK
DAY 3



SWANA ART



When: November 3, 2021

Location: DIRC

Time: 1:00-2:00 pm



Breakdown DAY 4

Dabke- \$5000 (for 4 hours)

Dj- \$550 (for 3.5 hours)

Food- \$1100 (for 100 people) (Naan & Kabob)

We will be having our annual Dabke event at the Becker.

Set up: 3:30PM

Dj ready: 4:15PM

Food ready: 4:30PM

Dabke: 5:15PM

Night ends: 8PM

This event is to bring together the community through our traditional dance called dabke. This dance signifies unity and community and is the perfect way to end SWANA Week 2021. We will also be playing SWANA music from all the different countries.



Total: \$9000

SWANA donating: \$800 (handbills, flyers, utensils all days, miscellaneous items)

Audience:

- Last year: around 250 people
- Sign in sheets/ plates
- Learning objectives and surveys

THANK YOU!