

Associated Students Inc.



Finance Committee

Thu Feb 22, 2024 1:15 PM - 2:30 PM PST

1. Call to Order

Joe Morales, Chair, called the meeting to order at 1:18 pm.

2. Roll Call

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

Members Absent: Morales S. (E)

Liaisons Present: Mansoor, Macedonio, Hesgard

Liaisons Absent: None

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) The absence of member Morales S. due to family emergency was excused by unanimous consent.

3. Approval of Agenda

There is one change on the agenda. Item 8.a ASI Policy Concerning Investments and Reserves was changed to a discussion item.

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

4. Approval of Minutes

a. 02/08/24 Finance Committee Meeting Minutes

(Furtado-m / Seng-s) The February 8, 2024, Minutes were approved 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

Morales J., Chair, started the report session by expressing gratitude to everyone for attending despite their busy schedules. He acknowledged the hectic week and encouraged participation in the upcoming elections. He also emphasized the importance of helping with upcoming events and tabling, urging everyone to contribute if possible.

b. Director of Student Government

Hesgard, Director of Student Government, echoed Joe's message about engaging with the elections program, emphasizing the ongoing campaign activities and upcoming meet and greet events starting the following week. She encouraged everyone to stay updated through social media and reach out with any questions.

Hesgard mentioned the upcoming agenda items, noting the approaching period of increased budget activity and utilization of end-of-year resources.

7. Unfinished Business

None

8. New Business

a. Discussion: ASI Policy Concerning Investments

The Committee will consider approving the ASI Policy Concerning Investments.

Morales J. yielded the floor to Postal, ASI Chief Financial Officer (CFO), to review the Investment Policy.

* Postal emphasized the Policy's importance in ensuring the organization's assets are protected and maintained. She explained the distinction between working capital funds, utilized for day-to-day operations, and long-term reserves, which are invested to grow over time.

* Postal outlined the instructions from the Chancellor's office regarding the establishment and maintenance of reserves to meet operational needs and provided guidance on their accumulation.

* Postal detailed the ASI's finance goals and investment objectives, including the goal of real growth of principal and income, moderate risk tolerance, long-term time horizon, and tax-exempt status. She also highlighted guidelines for socially responsible investments, allowable investments, monitoring portfolio performance, and a target goal of 5% plus inflation.

* Postal discussed asset allocation, including cash, fixed income, and equities, and how investment managers ensure compliance with established guidelines.

* Postal outlined various reserves maintained by the organization, such as those for catastrophic events, equipment replacement, loss of external funding, and economic uncertainty.

* Postal mentioned policy changes, including revising the asset allocation chart format, changing the Investment Committee to the Finance Committee, and updating the title of the controller to CFO, noting these changes were minor and technical.

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

There were none.

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

The Committee will consider a request for expenditure over \$5,000 from SWANA ICC for performers during SWANA Week 2/26-2/29.

FIN 008 23/24 (Seng-m / Furtado-s) A motion was made and seconded to approve the request for expenditure over \$5,000 from SWANA ICC for performers during SWANA Week 2/26-2/29.

Morales J. yielded the floor to Hesgard, Director of Student Government, to review the expenditure request.

*Hesgard clarified that the request was not for additional funding but rather the expenditure of the current budget allocated from the previous year.

* Khalil, the chair of SWANA ICC, explained the context behind the expenditure request, which involved bringing a performer group from New York to perform traditional dances during SWANA Week.

* Khalil detailed the history of the tradition and the rationale behind the requested \$1000 increase, which was deemed fair to maintain the relationship with the performer group. She explained that the increase was also to cover losses incurred due to the cancellation of Swana Week in the previous semester and the subsequent rescheduling of the event.

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

Furtado asked to confirm if the total expenditure is expected to be \$7000. Khalil confirmed that the \$7000 included a \$1000 increase to cover cancellation fees from the previous semester, and clarified that the ongoing fee for the performance would be \$6000.

Morales J. raised a question about exploring alternative performers, to which Khalil mentioned the possibility of reevaluating the tradition due to the increased price and considering local performers in the future.

Zazueta inquired about the overall budget allocation for SWANA Week, to which Khalil explained that a total of \$18,000 was allocated, with the performance night being the most costly.

Brown emphasized the cultural significance of the dance performance and its alignment with the organization's mission, supporting the expenditure.

Morales J. questioned the process for seeking alternative performers, and Khalil indicated that they would consider other options based on price and suitability for the budget.

Furtado asked about budgeting for the \$2000 increase, and Khalil clarified that it was included in the total budget allocation of \$18,000, serving as an overestimation for potential emergency expenses.

FIN 008 23/24 Roll Call Vote: 4-0-0 The motion to approve the request for expenditure over \$5,000 from SWANA ICC for performers during SWANA Week 2/26-2/29 was adopted.

c. Action: Contingency Request-Panhellenic Council (PHC)

The Committee will consider a contingency request from the Panhellenic Council for \$3,650 to travel for Spring semester event funding needs.

FIN 009 23/24 (Seng-m / Furtado-s) A motion was made and seconded to approve the contingency request from the Panhellenic Council for \$3,650 to travel for Spring semester event funding needs.

Morales J. yielded the floor to Hesgard, Director of Student Government, to review the contingency request.

* Hesgard provided an overview of the contingency request process and the budget implications if approved.

* A representative from the Panhellenic Council spoke about planned events and initiatives for the upcoming semester. She highlighted events such as Board dinner, the philanthropy fundraising event, and the Panel and DEI event planned for May 3rd.

* Other planned activities included study nights to address scholarship struggles within the community and providing promotional items for engagement.

* The representative emphasized the importance of adequately resourcing events for the community.

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

Zazueta inquired about the types of food options provided for events and questioned the high cost attributed to hospitality. The speaker clarified that the majority of the hospitality budget was spent on the Executive Board dinner, which featured Italian food from Fratellinos.

Brown asked about the activities of the Executive Board and their involvement in various aspects. The representative clarified the roles and activities of the Executive Board members, emphasizing community engagement.

Hesgard provided context on the budget request process and explained discrepancies in the budget numbers.

Zazueta asked about fundraising efforts to cover expenses. The representative stated that no additional fundraising attempts had been made besides the dues collected from sororities.

Furtado inquired about the frequency of the Executive Board dinner event. The speaker expressed the desire for the dinner to be an annual event.

Morales J. sought clarification on future fundraising plans. The representative discussed the limitations on raising additional funds for the current semester. Morales J. further questioned about the hospitality category, specifically food options. The representative detailed the food provided at the Executive dinner.

Zazueta sought confirmation that most of the hospitality budget was allocated to the Executive dinner event. She highlighted the challenges faced by new Executive Boards inheriting previous budgets. Morales J. echoed that emphasizing the importance of fiscal responsibility and prudent budget management for both semesters.

FIN 009 23/24 Roll Call Vote: 0-4-0 The motion to approve the contingency request from the Panhellenic Council for \$3,650 to travel for Spring semester event funding needs failed.

d. Discussion: Executive Senate Budget

The Committee will receive information about the Executive Senate Budget.

Morales J. yielded the floor to Hesgard, Director of Student Government, to present the Executive Senate budget for discussion. Hesgard provided a short intro and asked Awadalla, President, to give more details on the subject.

* Awadalla provided an overview of the budget process and highlighted the total requested budget of \$658,536.23 for 18 councils.

* The budget requests were graded using a rubric and balanced to fit within the overall recommendation of \$579,465.

* Modest increases were given to some organizations, while others saw decreases or maintained their current funding levels.

* Notable changes included increases for BSU and Sports Club ICC due to increased student travel and anticipated growth in other organizations.

* Some councils received decreases due to lack of engagement or incorrectly submitted budget requests. Overall, there was a \$2,438 increase to the ICC area.

* Detailed breakdowns of budget allocations for each council were provided, with explanations for adjustments made based on the rubric and organizational needs.

* Recommendations and suggestions for adjustments were welcomed to ensure fairness and adequacy in budget allocations.

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

Ordiano requested clarification on CICC. Awadalla explained that CICC did not fill out the application correctly, but some funds were still allocated to support their

activities.

Furtado inquired about AICA's inclusion in the budget discussion, but it was clarified that they have their own budget within ASI.

Hesgard emphasized the importance of discussing budget recommendations with a fiscal lens.

Morales J. commended Awadalla for her efforts in budget allocation, highlighting the consideration given to clubs even when applications were incomplete.

9. Announcements/Member's Privilege

Zazueta informed board members about presentations for Wellness and clarified that they will only receive invitations for their selected preferences (clubs or classes). Members were instructed to contact Zazueta if they wanted to participate in additional activities beyond their initial selection.

10. Adjournment

Morales, Finance Committee Chair, adjourned the meeting at 2:09 pm.



ASI Board Treasurer-Secretary (Mar 19, 2024 09:57 PDT)

Joe Morales, Finance Committee Chair



Erika Perret-Martinez, Recording Secretary











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Final Audit Report

2024-03-19

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POLICY CONCERNING INVESTMENTS AND RESERVES

PURPOSE

The Associated Students Inc. (ASI) is entrusted with the management and operation of a number of vital student activity and campus service programs, including the Titan Student Union, the Student Recreation Center, and the Children’s Center. Critical to the management of a comprehensive program like ASI is effective long-term financial planning. At the direction of the California State University’s Chancellor, auxiliary organizations such as ASI are required to establish and maintain adequate reserve funding. These reserves are intended to meet the potential and anticipated business and operational needs of ASI. The purpose of the policy is to provide guidance on the accumulation and maintenance of reserves and the implementation of investment practices that provide for the growth and security of these designated funds. Additionally, the policy sets standards for continual financial support for the Children’s Center, interest earned on ASI restricted scholarship accounts, and deposit of ASI Funds/Investments and signing authority.

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WHO SHOULD KNOW THIS POLICY

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| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Budget Area Administrators <input checked="" type="checkbox"/> Management Personnel <input checked="" type="checkbox"/> Supervisors <input checked="" type="checkbox"/> Elected/Appointed Officers | <ul style="list-style-type: none"> <input type="checkbox"/> Volunteers <input type="checkbox"/> Grant Recipients <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Students |
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DEFINITIONS

For Purpose of this policy, the terms used are defined as follows:

| Terms | Definitions |
|---------------------------------------|---|
| Associated Students Fund | The Associated Students Fund is maintained to account for all financial resources derived from the mandatory Associated Student Body fee. |
| Diversification | A risk management technique that mixes a wide variety of investments within a portfolio. |
| Equities | An instrument that signifies an ownership position, or equity, in a corporation, and represents a claim on its proportionate share in the corporation's assets and profits. |
| Local Reserves | Reserves maintained within the financial records and accounts of Associated Students Inc. |
| Reserves | Funds held for future use by the organization |
| Retained Earnings | The accumulated net income retained for reinvestment in a business. |
| Socially Responsible Investing | An investment strategy which seeks to consider both financial return and social/environmental good to bring about a positive change. |
| Titan Student Centers Fund | The Titan Student Centers Fund is maintained to account for all financial resources derived from the |

| Terms | Definitions |
|---------------------------------|---|
| | mandatory Campus Union (Student Body Center) fee. |
| University-Held Reserves | Reserves maintained on behalf of the Titan Student Centers within the financial records and accounts of the California State University, Fullerton. |
| Working Capital | The assets of a business that can be applied to its operation. The amount of current assets that exceeds current liabilities. |

STANDARDS

1. CORPORATE INVESTMENTS

a. *Finance Goals and Investment Objectives*

Investment objectives are to effectively diversify, preserve and grow funds consistent with a reasonable level of risk. Investment strategies shall emphasize protecting principal from inflation, interest rate and market risk while maximizing return. The following considerations will apply to the construction and on-going management of funds.

Financial Goal: Real growth of principal and income

Risk Tolerance: Moderate

Time Horizon: Long term to perpetual

Tax Status: Exempt

Investment Objective: Growth and Income

b. *Socially Responsible Investing*

ASI is committed to being a responsible investor. ASI supports the view that responsible management includes consideration of environmental, social, and governance issues and that such management must be practiced by companies in order to be included in the portfolio.

The [Investment Finance](#) Committee will have responsibility for determining what constitutes socially responsible investing. Should the [Investment Finance](#) Committee determine a company does not qualify for portfolio selection or retention, it shall forward its recommendation to the ASI Board of Directors for consideration. The Executive Director will communicate action taken to the investment manager.

Subject to this restriction, the investment manager will have sole responsibility for selecting portfolio companies in accordance with the investment objectives and guideline herein.

c. *Guidelines for Investments*

Assets of retirement funds will at all times be managed in compliance with all standards of the Employees Retirement Income Security Act. Invested funds will be managed on a total rate of return basis. Total rate of return consists of dividends, interest and any net increase/decrease in market value of the securities for the fiscal year. Distributions may be taken from income, principal or both. Risk shall be managed on an overall portfolio basis rather than by the security concerns of the individual security. Funds shall always be managed in such a manner as to protect principal from the impact of short and long-term inflation. Sufficient liquidity shall be maintained to accommodate necessary distributions.

Diversification

The investment manager will seek to diversify funds across asset classes, market sectors, and individual securities to reduce portfolio risk. The standards of the "Prudent Investor Rule" will apply to the selection of all securities.

d. *Asset Allocation*

Guideline asset allocation target and ranges are as follows:

| | Range | Target |
|--------------|----------|--------|
| Cash | 00 – 30% | 05% |
| Fixed Income | 30 – 60% | 35% |
| Equity | 30 – 70% | 60% |

The actual asset allocation, within ranges set by this policy, will be at the discretion of the investment manager.

Allowable Investments

Investment vehicles shall be limited to the following:

- Money market and cash equivalents
- Certificate of deposits
- U.S. Government agency obligations
- U.S. Treasury obligations
- Corporate investment grade bonds (BBB or better, Standard & Poor's)
- Corporate Commercial paper
- Mutual Funds and Exchange Traded Funds (ETFs)
- American Depository Receipts
- Mortgage backed instruments
- Common stock
- Preferred stock

e. *Direction for Plan Portfolio Securities*

Equities

The quality of equity securities may vary dependent on the objective for that security within an overall portfolio. However, at all times, standards of the prudent investor rule will apply when determining the minimum acceptable quality. Mutual funds of ETFs may be used when appropriate for diversification.

No issue shall comprise more than 10% of the equity portion of a portfolio or 5% of the total market value of a portfolio, whichever is larger.

An equity portfolio may be invested in a mix of large, medium, and small capitalization stocks and international securities. International equities shall not comprise more than 25% of an equity portfolio.

Fixed Income Securities

Nothing below investment grade bonds as defined by Moody's and Standard & Poor's will be utilized in a portfolio.

No issue shall comprise more than 10% of the fixed income portion of a portfolio or 5% of the market value of a total portfolio, whichever is larger except for US Treasury or government agency obligations, which have no concentration restrictions. Mutual funds of ETFs may be used when appropriate for diversification.

f. *Guidelines for Transactions*

Except under unusual circumstances, all transactions should be entered into on the basis of best execution, which means best realized net price.

g. *Monitoring of Objectives and Performance*

All objectives and policies are in effect until modified by the [Investment Finance](#) Committee who will review them with the investment manager at least annually for continued appropriateness. If at any time, the investment manager believes that any policy guideline inhibits investment performance, they shall communicate this view to the [Investment Finance](#) Committee.

The investment manager shall meet with the [Investment Finance](#) Committee to communicate investment strategy and market outlook at least annually or more frequently as desired by the [Investment Finance](#) Committee.

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The investment objective is to obtain a minimum total annual rate of 5% plus the rate of inflation. Recognizing the volatility of equities and securities, it is understood that this objective may not be met on an annual basis. However, it is expected to be achieved when measured over a longer period of time.

The investment manager is expected to produce a total annual return that exceeds the median of a universe of investments with similar average asset allocation objectives and risk profile. Accordingly, performance will be measured against established benchmarks. For equities this will be the Standard & Poor's 500 Index. For fixed income securities, the benchmark will be the appropriate Barclays U.S. Government/Credit 1-5 Year Index.

2. INVESTMENT OF WORKING CAPITAL FUNDS

The primary objectives of the investment of working capital are to provide:

- Safety and protection of funds.
- Appropriate liquidity of funds
- Maximum return on invested funds

In accordance, ASI shall limit its investment of working capital funds to the following institutions:

- Banks doing business in the State of California and whose accounts are fully insured by the Federal Deposit Insurance Corporation
- Savings & Loan Associations doing business in the State of California and whose accounts are fully insured by the Federal Savings & Loan Insurance Corporation
- Federal or State Credit Unions doing business in the State of California and whose accounts are fully insured by the National Credit Union Administration
- Trust accounts of the centralized California State Treasury System

At the beginning of each fiscal quarter, the ASI Executive Director shall report to the ASI Board of Directors the status of all invested funds to include the type, location, amount, and expected return on investments.

3. CHILDREN'S CENTER INVESTMENT ACCOUNT

a. Goals and Objectives

The Children's Center Investment Account shall be managed and invested as a specific ASI restricted account to enable ASI to financially serve a specific need of the present and future CSU Fullerton students, educational opportunities for expanded preschool careers and serve the campus community with quality daycare.

b. Investment and Administration

The Children's Center Investment Account shall be actively managed pursuant to this policy. The ASI Board of Directors empowers the [Finance & Investment](#) Committee to review status, accountability, and requests for withdrawals at regular meetings established at least semi-annually.

c. Purpose of Finance & Investment Committee

For the Children's Center Reserve, the [Finance & Investment](#) Committee shall:

- Review and evaluate investments made by an active investment manager,
- Select, annually, an investment manager,
- Evaluate and forward to the ASI Board of Directors its approval or disapproval of all withdrawal requests,
- Report annually to the ASI Board of Directors the status and projections of the financial condition of the Children's Center Reserve and assess and evaluate the projected capital needs of the Children's Center.

4. RESTRICTED SCHOLARSHIP INVESTMENT ACCOUNTS

This policy is designed to establish a procedure for the distribution of interest earned on restricted ASI Scholarship Accounts.

a. Interest Earned on ASI Restricted Scholarship Accounts

Each quarter the ASI [Controller-CFO](#) or designee shall compute earned interest for each restricted ASI Scholarship Account based on the current balance in each account. Accounting staff shall then credit the computed interest amounts to the appropriate accounts.

When the donor places limitations or restrictions on the use of the funds donated, ASI is governed by the intent of the donor (external donor); therefore, the funds must be expended for the purpose(s) indicated.

5. DEPOSIT OF ASI FUNDS/INVESTMENTS AND SIGNING AUTHORITY

The ASI Executive Director shall annually present to the ASI Board of Directors for its review and action a listing of the financial institutions with which ASI/TSC bank/investment accounts are held. Additionally, the Executive Director shall provide the names and titles of individuals proposed as authorized check signers on all such accounts.

6. RESERVES

To provide the Board of Directors with sufficient funds with which to address contingencies, emergencies, budgetary impacts; and, at the same time, to have adequate working capital to maintain programs, meet obligations, and other priorities of the Corporation, the Board establishes this policy.

The establishment and maintenance of fully funded, board-designated reserves is a high priority. The purpose of these reserves is to ensure the stability of the mission, programs, employment, and ongoing operations of ASI. Reserves are intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or the occurrence of catastrophic events. Reserves will be maintained for both the Associated Students fund and the Titan Student Centers fund as indicated below. The Board of Directors bases this policy on generally accepted good business practices and requirements for adequate reserves and capital as required in the Education Code, Section 89904 (b).

7. ASSOCIATED STUDENTS RESERVES

The following reserves will be maintained in the financial records and accounts of the Associated Students fund and will be funded from retained earnings. In the event any of the following reserves fall below their targeted reserve levels, the shortfall must be eliminated within a minimum of five years, with at least one fifth of the deficit balance being funded in the each of the fifth subsequent years' operating budgets, until the reserve is restored to the target balance. Modifications to this funding plan must be proposed by the Executive Director and approved by the Board of Directors no later than the last meeting of the fall semester.

a. Reserve for Catastrophic Events

The Reserve for Catastrophic Events will be maintained to satisfy insurance deductibles and self-insured retentions for possible claims made against the Associated Students. This reserve will be funded at an amount equivalent to the total cost of all specified deductibles and required retentions indicated in the annual "Summary of Insurance" provided by the California State University Risk Management Authority (CSURMA).

b. Reserve for Equipment Replacement

The Reserve for Equipment Replacement will be maintained to provide a funding source for the emergency replacement of furniture and equipment not funded in the annual operating budget of the Associated Students. This reserve will be maintained at an amount equivalent to the projected amount of depreciation expense for the coming fiscal year. This reserve will also be used to accumulate funds budgeted for capital expenditures that were not utilized in a given fiscal year.

c. Reserve for Loss of External Funding

The Reserve for Loss of External Funds will be maintained to provide for the organized transfer or termination of programs funded by multi-year grants and contracts in the event that a grant or contract is eliminated, cancelled, or not renewed. The target level for this reserve will be an amount equivalent to 50% of the total revenue received from all grants and contracts as reported in the most recent audited financial statements of the Associated Students fund.

d. Reserve for Working Capital

The Reserve for Working Capital will be maintained to provide cash on hand to meet operating expenditures during those times when expenditures may precede revenue. This reserve will be maintained at a level not to exceed 25% of the prior year's income from operations.

e. Reserve for Children's Center

The Reserve for [the Children's Center](#) will be maintained to insure there are funds for future repairs, replacements, and operation of the Children's Center physical structures, hardscape, and landscape, as well as the replacement of furniture, fixtures and equipment. The target for this reserve is to reach \$2,000,000 and to maintain at least that balance in perpetuity to meet the future projected capital expenses of the Children's Center. This objective may be increased as reevaluated by the [Investment-Finance](#) Committee and approved by the majority of the ASI Board of Directors.

8. TITAN STUDENT CENTERS RESERVES

a. Local Reserves

The following reserves will be maintained in the financial records and accounts of the Titan Student Centers fund and will be funded from retained earnings. In the event any of the following reserves fall below their targeted reserve levels, the shortfall must be eliminated within a minimum of five years, with at least one fifth of the deficit balance being funded in the each of the five subsequent years' operating budgets, until the reserve is restored to the target balance. Modifications to this funding plan must be proposed by the Executive Director and approved by the Board of Directors no later than the last meeting of the fall semester.

Reserve for Equipment Replacement

The Reserve for Equipment Replacement will be maintained to provide a funding source for the emergency replacement of furniture and equipment not funded in the annual operating budget of the Titan Student Centers. This reserve will be maintained at an amount equivalent to the projected amount of depreciation expense for the coming fiscal year. This reserve will also be used to accumulate budgeted capital expenditures not utilized in a given fiscal year.

b. University-Held Reserves

The Titan Student Centers Reserve Funds are governed under Executive Order 994, Critical Requirement Reserves, which states the campus is responsible for developing reserve policies that, at a minimum, address major maintenance, renovation projects, working capital, capital development for new projects, and catastrophic events. The establishment of the following reserves is intended to provide a mechanism for the maintenance and application of the TSC funds held by the University in a prudent and sustainable manner.

Reserve for Economic Uncertainty

The Reserve for Economic Uncertainty will be maintained to help manage the consequences of cyclical state recessions and to support year-to-year consistency in the operations of the Titan Student Union and Student Recreation Center. The target level for this reserve is to accumulate a minimum of three months, and a maximum of six months, of the annual operating budget for the TSU and SRC.

TSC Repair and Replacement Fund

The TSC Repair and Replacement Fund is established to provide for facility repairs and replacement of equipment and to provide a funding source for emergency and long-term repairs, deferred maintenance, and possible future expansion of Titan Student Centers facilities, which if entirely funded from an annual operating budget, would result in a significant deficit. Annual transfers will be made to this reserve at a minimum level of 5% of prior year's revenue from mandatory student fees.

TSC Catastrophic Fund

TSC Catastrophic Fund provides funding in the event of unanticipated events that may negatively impact operation of the TSC. Such a catastrophe could be the result of a natural disaster to structures, or damage to campus infrastructure that could result in temporary reduction in enrollment. The catastrophic fund should be maintained at a level equal to approximately 10% of the insurable value of TSC facilities, which would allow the organization to cover the deductible payment in case of a catastrophic event.

9. FUNDING RESERVES

Unless otherwise specified above, funding for reserves will be derived primarily from retained earnings. Should retained earnings be insufficient to fund reserves at the levels prescribed above, an allocation must be included in the following year's operating budget to add to the reserves. As determined appropriate by the Board of Directors, earnings from projected operations, student fees, and interest income may be designated to fund reserves. Allocations from the operating budget to reserves must continue until minimum target levels are reached.

10. ANNUAL REVIEW OF RESERVE FUNDING

a. Associated Students Reserves

Annually, following the independent audit, the Executive Director will submit recommendations for reserves funding and use to the [Finance](#) Committee for approval.

Upon approval from the Board of Directors, the reserves will be recorded into separate accounts on the financial records of ASI.

b. Titan Student Centers Reserves

Annually, during the budget process, the Executive Director will submit recommendations for reserves funding and use to the [Finance](#) Committee for approval.

Upon approval from the Board of Directors, the reserves will be recorded into separate accounts on the financial records of the TSC at the beginning of each fiscal year.

Expenditures from reserve accounts not identified during the annual budget process require the [Finance](#) Committee's and subsequently the Board of Directors' approval prior to implementing transactions.

Per CSU Chancellor's Office Executive Order 994, at a minimum of once every three years, each campus shall conduct an in-depth review to assess the adequacy of the reserves and the campus reserve policies applicable to the projects funded by debt, and shall make necessary adjustments and changes to account for changing conditions. For Major Maintenance and Repair/Capital Renovation and Upgrade Reserves,

the reviews should include formal studies of facility systems and necessary funding levels to cover all aspects of cost of replacement through the reserve-funding plan.

11. USE OF RESERVES

The Executive Director and staff will identify the need for use of reserves and confirm that the use is consistent with the purpose of the reserves as described in this policy. This will include an analysis of the reason for any shortfall, the availability of any other sources of funds before using reserves, and an evaluation of the time period that the funds will be needed and replenished.

a. Authority to Use Reserves

The Executive Director, in consultation with the Board of Directors, is delegated authority to use reserves for emergency projects requiring immediate attention. The use of reserves will be reported to the Board of Directors at their next scheduled meeting, accompanied by a description of the analysis and determination of the use of funds and plans for replenishment to restore the reserve fund to the target minimum amount. The use of reserves for any other purpose will require the approval of the Board of Directors by a 2/3 majority vote.

b. Reporting and Monitoring

The Executive Director is responsible for assuring that reserves are maintained and used only as described in this Policy. Upon approval for the use of reserves, the Executive Director will maintain records of the use of funds and plans for replenishment, if required. The Executive Director will provide regular reports to the Board of Directors on the progress made toward restoring reserves to their target minimum amount, if required.

12. ADMINISTRATION

The Executive Director is responsible for the administration, revision, interpretation, and application of this policy. This Policy will be reviewed by the Board of Directors at a minimum of every three years, or sooner if warranted by internal or external events or changes. Changes to the Policy will be recommended by the Executive Director to the Board of Directors. Any changes to the reserve target levels or to the methods for funding the reserves will require a 2/3 majority vote of the Board of Directors.

| | |
|-----------------------|-------------------|
| DATE APPROVED: | 05/08/2018 |
| DATE REVISED: | 10/06/2020 |
| DATE REVISED: | 04/20/2021 |



Finance Committee

Investment Policy

Kathleen Postal, ASI Chief Financial Officer

February 22, 2024

Investment Policy

- An investment policy is developed to ensure that the board of directors understand how the assets of the organization is maintained and protected.
- For day-to-day operations a “working capital” fund is utilized, this is considered a liquid, cash account.
- Funds for the long term such as reserves are invested so they may grow while not being used.

Purpose

Critical to the management of ASI is effective long-term planning. At the direction of the CSU Chancellor, auxiliary organizations such as ASI are required to establish and maintain adequate reserve funding. These reserves are to meet the potential and anticipated business and operational needs of ASI. The purpose of this policy is to provide guidance on the accumulation and maintenance of the reserves and the implementation of investment practices that provide for the growth and security of these designated funds. (ASI policy)

Finance Goals and Investment Objectives

- **Financial Goal:** Real growth of principal and income
- **Risk Tolerance:** Moderate
- **Time Horizon:** Long Term to Perpetual
- **Tax Status:** Exempt
- **Investment Objective:** Growth and Income

Finance Goals and Investment Objectives

- Socially Responsible Investment
- Guidelines for Investments
- Allowable Investments
- Monitoring Performance of Portfolio
 - Target goal: 5% plus inflation
- Diversification
 - Asset Allocation: Cash, Fixed Income, Equity

Types of Reserves

- Reserve for Catastrophic Events
- Reserve for Equipment Replacement
- Reserve for Loss of External Funding
- Reserve for Working Capital
- Reserve for Children's Center
- Reserve for Economic Uncertainty
- Repair and Replacement Funds (TSC)

Policy Changes

- The format for chart for the asset allocation was revised. No changes were made to the allocation.
- *Investment Committee* was changed to *Finance Committee*.
- *Controller* was changed to *CFO*.

QUESTIONS?



CALIFORNIA STATE UNIVERSITY, FULLERTON™

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

Sponsors: Joe Morales

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 policy¹, 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 \$7,000; therefore let it be

RESOLVED, ASI approves the expenditure request for SWANA ICC's performer cost for SWANA Week 2024; 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 fifth day of March in the year two thousand and twenty-four.

Ashely Zazueta
Chair, Board of Directors

Gavin Ong
Secretary, Board of Directors

¹ <https://asi.fullerton.edu/wp-content/uploads/2023/09/ASI-Policy-Concerning-Funding-Provided-to-Students-and-Student-Orgs.pdf>

Contingency Funds Request SPRING 2024

THE PANHELLENIC COUNCIL





Table of Contents

01


Event Breakdown

Will take you through the item and cost breakdown of each event PHC plans to hold and support.

02

Cost Summaries

Will summarize costs by each event as well as by line item.



01

Event Breakdown





PHC Philanthropy

Description: The Panhellenic Dunk Tank was an event held last year that Panhellenic held to raise money for FeedOC. Last year, \$512 was raised but that was with a tight and last minute planning schedule. This year with more time planning and reaching out we're hoping to raise at least \$750. By raising money for this local philanthropy we can continue to support our own community and bring the Panhellenic community closer together.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|--------------------|----------------------------|-------------------------------|---------------|
| Dunk Tank | Rentals for Special Events | Dunk tank | 400.00 |
| Misc. Supplies | Supplies | Water hose and miscellaneous. | 50.00 |
| | | | |
| EVENT TOTAL | | | 450.00 |



PHC Study Nights

Description: It is important to remind girls that academics is always first priority. We have seen attendance of almost 200 to one study night. By hosting multiple events solely based on providing a space for academic success, this builds girls' motivation, academic confidence, and mental health.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|--------------------|----------------------------|--|---------------|
| Coffee Cart | Rentals for Special Events | Unlimited drinks are provided as hospitality during duration of study night. | 700.00 |
| Gift Basket | Supplies | Opportunity drawing to encourage participation and to excite attendees. | 100.00 |
| Misc. Supplies | Supplies | Decorations for the room and study supplies for people to use. | 50.00 |
| | | | |
| EVENT TOTAL | | | 850.00 |



PHC Executive Board Dinner

Description: An event where executive boards from our different chapters can meet people in similar offices, share ideas and practices, and collectively grow as a community. Last year, we saw an attendance of 75 people.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|--------------------|------------------|--|---------------|
| Food | Hospitality | Hospitality for guests during the event. | 500.00 |
| Drinks | Hospitality | Hospitality for guests during the event. | 50.00 |
| Misc. Supplies | Supplies | Cups, napkins, utensils, linens, etc. | 50.00 |
| | | | |
| EVENT TOTAL | | | 600.00 |



PHC Sisterhood Pairings

95% of Panhellenic members attend the sisterhood sorority events. It is important to host these events so members get to know people outside of their own chapter and share the Panhellenic love. It supports creating an encouraging environment across the Panhellenic community.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|--------------------------|-----------|--|---------------|
| Pairing 1: AXO + SK | Supplies | Previously chapters have held events such as movie nights, yoga, arts and crafts events. | 250.00 |
| Pairing 2: ADPi + ZTA | Supplies | Previously chapters have held events such as movie nights, yoga, arts and crafts events. | 250.00 |
| Pairing 3: DZ + GPHI | Supplies | Previously chapters have held events such as movie nights, yoga, arts and crafts events. | 250.00 |
| | | | |
| EVENT TOTAL | | | 750.00 |



Greek Week

All IFC, MGC, NPHC & PHC members can participate in a series of events and competitions garnering support from hundreds of students as well as the off-campus community. We are able to raise funds and other donations for the Children’s Center, Tuffy’s Basic Needs, and more. We also invite back our alumni to our Alumni Night during Greek Week.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|--------------------|-----------|--|-----------------|
| Banners | Supplies | Promotional items for Greek Week to recognize those who participate in and win Greek Week. | \$450.00 |
| | | | |
| | | | |
| EVENT TOTAL | | | \$450.00 |



Experience CSUF

Description: Experience CSUF is the campus' open house event that yields the largest number of potential new students. We estimate 10,000 people to attend Experience CSUF. By tabling at the event and handing out flyers, we will be able to promote the Fraternity and Sorority Life at CSUF.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|--------------------|-------------------|---|---------------|
| Flyers | Promotional Items | Flyers to be handed out to students at event. | 350.00 |
| Tabling Supplies | Supplies | Linens, decoration, etc. | 50.00 |
| | | | |
| | | | |
| EVENT TOTAL | | | 400.00 |



PHC DEI Event

PHC event taking place in May to highlight LGBTQ+ community and celebrate queer history and kickstart celebrating pride month (takes place in June). Collaboration with on campus clubs and CSUF Diversity center along with guest speakers to share insight and history about Pride month and promote inclusion.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|----------------------|--------------------|--|-----------------|
| Activities | Supplies | Participation activities to include everyone in the event as well as something for them to take home and reference about what they learned that day. | \$150 |
| Snacks/Drinks | Hospitality | Hospitality for guests during the event. | \$50 |
| | | | |
| EVENT TOTAL | | | \$200.00 |



PHC Primary Recruitment

Description: Our Panhellenic Primary Recruitment is a values-based process where potential new members (PNMs) meet each of the six sororities during a four day process. We typically have 55 recruitment guides (delegates during recruitment), 400 PNMs, and a recruitment team of 7 which all require shirts and merch for fall primary recruitment.

| ITEM | LINE ITEM | DESCRIPTION | COST |
|-----------------------------|-----------|---|----------------|
| Recruitment Team Merch | Supplies | Recruitment Team Shirts so that people can easily identify us during the 4 day process. | \$85 |
| Recruitment Guide Merch | Supplies | Recruitment Guide Shirts + Tote Bags. Each Recruitment Guide receives a week of training in the summer before interacting with a potential new member during primary recruitment. | \$1,360 |
| RG Welcome Meeting Supplies | Supplies | Snacks and miscellaneous supplies for an informational event for recruitment guides to connect with PHC and each other. | \$50 |
| EVENT TOTAL | | | \$1,495 |

02

Cost Summaries

Overall Itemized List



Total By Events

| EVENT | DESCRIPTION | COST |
|----------------------------|--|----------|
| PHC Philanthropy | A philanthropy event that has previously raised over \$500.00 for FeedOC. | 450.00 |
| PHC Study Nights | By hosting events solely based on providing a space for academic success this builds girls' motivation, confidence and mental health. | 850.00 |
| PHC Executive Board Dinner | An event where executive boards from our different chapters can meet people in similar offices, share ideas and practices, and collectively grow as a community. | 600.00 |
| PHC Sisterhood Pairings | Over 95% of all chapters attend the sisterhood sorority events. It is important to host these events so members get to connect, creating an encouraging environment across the Panhellenic community. | 750.00 |
| Greek Week | FSL wide event, where all chapters participate in philanthropic activities. This event creates unity between all FSL chapters on campus, as well as raising money for the Children's Center. | 450.00 |
| Experience CSUF | We will be able to promote Fraternity and Sorority Life at CSUF to students who may SIR to the university. | 400.00 |
| PHC DEI Event | PHC event taking place in May to highlight LGBTQ+ community and celebrate queer history and kickstart celebrating pride month. | 200.00 |
| PHC Recruitment | Our PHC Primary Recruitment is a values-based process where potential new members (PNMs) meet each of the six sororities during a four day process. We typically have 55 recruitment guides (delegates during recruitment), 400 PNMs, and a recruitment team of 7 which all require shirts and merch for fall primary recruitment. | 1,495.00 |
| TOTAL | | 5,145.00 |

Total By Line Items

| LINE ITEM | INCLUDED IN THE FOLLOWING EVENTS | COST |
|----------------------------|--|-------------------|
| Supplies | PHC Philanthropy Event, PHC Study Nights, PHC Executive Board Dinner, PHC Sisterhood Pairings, Greek Week, Experience CSUF, PHC DEI Event, PHC Recruitment | \$3,145.00 |
| Rentals for Special Events | PHC Philanthropy Event, PHC Study Nights | \$1,100.00 |
| Promotional Items | Experience CSUF | \$350.00 |
| Hospitality | PHC Executive Board Dinner, PHC DEI Event | \$600.00 |
| TOTAL | | \$5,145.00 |

Overall Itemized List

https://docs.google.com/spreadsheets/u/0/d/18nynQqDRn3ALIR561tvr2VtgqBVXXSljBG8T8G_2fJU/edit



CALIFORNIA STATE UNIVERSITY, FULLERTON™

A RESOLUTION APPROVING A CONTINGENCY REQUEST FOR PANHELLENIC COUNCIL

Sponsors: Joe Morales

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 policy¹, Contingency funding is available to all students and student organizations and is intended to be available for unexpected or supplemental needs, as well as new or innovative programs; and

WHEREAS, the Panhellenic Council has requested \$3,650 for spring semester event funding needs; and therefore let it be

RESOLVED, ASI approves the contingency request for \$3,650 for the Panhellenic Council; and let it be finally

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

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

Ashely Zazueta
Chair, Board of Directors

Gavin Ong
Secretary, Board of Directors

¹ <https://asi.fullerton.edu/wp-content/uploads/2023/09/ASI-Policy-Concerning-Funding-Provided-to-Students-and-Student-Orgs.pdf>

COMPLETE

ASI Contingency Funding Request 2023-24

Please review the provided guidelines for contingency request before completing this form:

[Guidelines for Requesting Contingency Funding](#)

CREATED

IP ADDRESS



PUBLIC



* Name

ARUSHI PATIL

* Group/Organization you represent:

The Panhellenic Council

* Email

* Phone Number

* Total Amount of Contingency Request

\$ 5,195.00

* What is your contingency request for?

For additional Program Funding (ICC's "B-Side")

* Describe your program/event.

The Panhellenic Council (PHC) is an internationally recognized organization designed to enrich the Panhellenic sorority experience while simultaneously linking women under the highest ideals of philanthropy, scholarship and social standards. Working in tandem with the university, PHC encourages the women in each of the six sororities to maintain the high expectations of every student on this campus. We support our members on their journey to unlock their fullest potential on this campus, and in life after graduation and this semester we have planned several events and opportunities for them. These events include study nights, executive board dinners, sisterhood pairings, philanthropy day, a DEI event, recruitment opportunities, and Greek Week.

* Specify the purpose/objective of your program/event.

The Panhellenic Council (PHC) oversees and coordinates activities for member sororities on campus. The Panhellenic Council is composed of representatives from each member sorority. These officers and delegates are responsible for coordinating council activities and representing the collective interests of the member sororities. PHC organizes and oversees major events which aim to foster a positive and inclusive Greek community on campus. The council sets and enforces standards and policies for member sororities. This may include guidelines for recruitment, conduct, and other aspects to maintain a cohesive and respectful community. Additionally, the council works with university administrators and ASI, providing a channel for addressing concerns, coordinating events, and ensuring compliance with campus policies. Overall, PHC serves as a unifying and governing body, fostering a supportive and positive environment for member sororities while promoting values of leadership, scholarship, and community service in their events and marketing.

*** Include an itemized list of what the requested funds will be spent on (including venue, food, security, insurance, marketing costs, etc.) and the total event budget.**

This spreadsheet has each item listed with the respective event and access settings have been edited accordingly. A breakdown by event and by line item can be found in the powerpoint attached.

Regardless, this is the exact information found in the spreadsheet:

| EVENT ITEM | LINE ITEM | DESCRIPTION | COST |
|----------------------------|-------------------------|----------------------------|---|
| PHC Philanthropy | Dunk Tank | Rentals for Special Events | Dunk tank \$400.00 |
| PHC Philanthropy | Misc. Supplies | Supplies | Hose, miscellaneous. \$50.00 |
| PHC Study Nights | Coffee Cart | Rentals for Special Events | Drinks are provided as hospitality during duration of study night. \$700.00 |
| PHC Study Nights | Gift Basket | Supplies | Opportunity drawing to encourage participation and to excite attendees. \$100.00 |
| PHC Study Nights | Misc. Supplies | Supplies | Decorations and supplies for rented out room and for people to use. \$50.00 |
| PHC Executive Board Dinner | Food | Hospitality | Hospitality for guests during the event. \$500.00 |
| PHC Executive Board Dinner | Drinks | Hospitality | Hospitality for guests during the event. \$50.00 |
| PHC Executive Board Dinner | Misc. Supplies | Supplies | Cups, napkins, utensils, linens, etc. \$50.00 |
| PHC Sisterhood Pairings | Pairing 1: AXO + SK | Supplies | Previously chapters have held events such as movie nights, yoga, arts and crafts events. \$250.00 |
| PHC Sisterhood Pairings | Pairing 2: ADPI + ZTA | Supplies | Previously chapters have held events such as movie nights, yoga, arts and crafts events. \$250.00 |
| PHC Sisterhood Pairings | Pairing 3: DZ + GPHI | Supplies | Previously chapters have held events such as movie nights, yoga, arts and crafts events. \$250.00 |
| Greek Week | Banners | Supplies | Promotional items for Greek Week to recognize those who participate in and win Greek Week. \$450.00 |
| Experience CSUF | Flyers | Promotional Items | Flyers to be handed out to students at event. \$350.00 |
| Experience CSUF | Tabling | Supplies | Supplies |
| | | | Linens, decoration, etc. \$50.00 |
| PHC DEI Event | Activities | Supplies | Participation activities to include everyone in the event as well as something for them to take home and reference. \$150.00 |
| PHC DEI Event | Snacks/Drinks | Hospitality | Hospitality for guests during the event. \$50.00 |
| PHC Recruitment | Recruitment Team Merch | Supplies | Recruitment Team Shirts \$85.00 |
| PHC Recruitment | Recruitment Guide Merch | Supplies | Recruitment Guide Shirts + Tote Bags \$1,360.00 |
| PHC Recruitment | RG Welcome Meeting | Supplies | Supplies |
| | | | Food and miscellaneous supplies for an informational event for recruitment guides to connect with PHC and each other. \$50.00 |
| TOTAL | | | \$5,195.00 |

*** If applicable, list other organizations' contributions to this event, including your own.**

The Panhellenic Council (PHC), being a non-profit, is unable to fundraise for its own self benefit. PHC receives the majority of its funding from the generous contributions of the Associated Students CSUF, Inc. (ASI). We are able to generate funding from some other sources. Firstly, we ask members in the recruitment process to pay a Recruitment Fee in which this fee goes towards recruitment expenses only. Implementing an increase could potentially create a financial strain for prospective members, making participation less accessible and inclusive. Additionally, a portion of our funding is from an Annual Membership Fee, contributed by the six chapters within the Panhellenic Council. The fee is contingent on each chapter's membership numbers, and any fee increase is not feasible for the chapters. These funds serve to cover essential items not covered by ASI and only support events that are restricted to FSL (Fraternity & Sorority Life) members.

*** Estimate the expected attendance and identify your target audience for the event. - If reoccurring, state the attendance and success of recent events.**

The majority of our target audience includes the 500+ women involved in sorority life on campus. We are also requesting funds for formal recruitment which attracted over 600 people during Fall 2023 in which we were able to match and retain 250.

Additional attendance for specific events is listed on the powerpoint attached.

*** For ASI Executive Senate groups, ASI Programs or ASI Departments, specify the name of your group/area, the budget line-item, and amount(s) where this funding will go, if approved. Example: Arts Inter-Club Council Hospitality & Rentals Line-Items \$1,500 total (\$500 for catering, \$1,000 for rented tables/chairs)**

N/A

*** Attach your PowerPoint presentation.**

[Redacted]

Budget Rubric – FY23-24

| Category | Weight | Excellent | Good | Basic |
|---|--------|--|--|--|
| <p>Anticipated Impact Please list the number of events/programs funding in the fall semester and their event type (social, cultural, professional, career development, etc) List the attendance at the events/programs funded by the council/hosted by the program</p> | 35% | Describes significant student impact on students and student organizations and community supported through the events, program and/or travel opportunities | Briefly describes the student impact on the students and student organizations and community supported through the events, program and/or travel opportunities | Does not clearly explain student impact on the students, student organizations and communities supported through the events, program and/or travel opportunities |
| <p>Program Description and Direction Describe your program, including statement of purpose and the way it functions Success or achievement from the last year and fall</p> | 25% | Program description explicitly explains the scope of the council/program activity for which funding is being requested and how it is essential to the purpose of the council/program Successes/achievements of the council/program are strongly highlighted | Program description briefly explains the scope of the council/program activity for which funding is being requested and how it is essential to the purpose of the council/program Successes/achievements of the council/program are briefly highlighted | Program description does not explain the scope of the council/program activity for which funding is being requested and how it is essential to the purpose of the council/program Successes/achievements of the council/program are not appropriately highlighted |
| <p>Historical Spending How has your funding been utilized for this fall semester What was funding used for in prior year(s)?</p> | 15% | Utilization and prior spending explicitly explain the prior use of funds and historical spending | Utilization and prior spending generally explain the prior use of funds and historical spending | Utilization and prior spending provide little or no explanation to prior use of funds and historical spending |
| <p>Membership Information List the names of the individuals holding leadership positions and their titles List the council’s members’ organizations and their membership numbers Of the member organizations listed above, how many organizations are continuing from the previous year?</p> | 10% | The council/program provides the requested information regarding their (1) leadership team, (2) member organizations and (3) organization membership numbers More than 50% of the member organizations are continuing from previous years | The council/program provides the partial requested information regarding their (1) leadership team, (2) member organizations and (3) organization membership numbers 25-50% of the member organizations are continuing from previous years | The council/program provides little information regarding their (1) leadership team, (2) member organizations and (3) organization membership numbers Less than 25% of the member organizations are continuing from previous years |
| <p>External Funding Has your program attempted to generate funding from any of the following sources? Please explain.</p> | 5% | The council/program has attempted to generate funding from other sources | The council/program has planned but not executed plans generate funding from other sources | The council/program has not attempted to generate funding from other sources |

| | | | | |
|---|----|--|---|--|
| Budget Request Provide the full dollar amount for year request at each line item Please provide an explanation for any increase, decrease or lack of change. | 5% | The council/program provided clear and detailed information for each line item requested | The council/program provided limited information for each line item requested | The council/program provided little to no information for each line item requested |
| Timeliness | 5% | On time and complete | On time and incomplete | Late and complete/ Late and incomplete |

Budget Rubric – FY23-24

| Category | Weight | Excellent | Good | Basic |
|---|--------|--|--|--|
| <p>Anticipated Impact Please list the number of events/programs funding in the fall semester and their event type (social, cultural, professional, career development, etc) List the attendance at the events/programs funded by the council/hosted by the program</p> | 35% | Describes significant student impact on students and student organizations and community supported through the events, program and/or travel opportunities | Briefly describes the student impact on the students and student organizations and community supported through the events, program and/or travel opportunities | Does not clearly explain student impact on the students, student organizations and communities supported through the events, program and/or travel opportunities |
| <p>Program Description and Direction Describe your program, including statement of purpose and the way it functions Success or achievement from the last year and fall</p> | 25% | Program description explicitly explains the scope of the council/program activity for which funding is being requested and how it is essential to the purpose of the council/program Successes/achievements of the council/program are strongly highlighted | Program description briefly explains the scope of the council/program activity for which funding is being requested and how it is essential to the purpose of the council/program Successes/achievements of the council/program are briefly highlighted | Program description does not explain the scope of the council/program activity for which funding is being requested and how it is essential to the purpose of the council/program Successes/achievements of the council/program are not appropriately highlighted |
| <p>Historical Spending How has your funding been utilized for this fall semester What was funding used for in prior year(s)?</p> | 15% | Utilization and prior spending explicitly explain the prior use of funds and historical spending | Utilization and prior spending generally explain the prior use of funds and historical spending | Utilization and prior spending provide little or no explanation to prior use of funds and historical spending |
| <p>Membership Information List the names of the individuals holding leadership positions and their titles List the council’s members’ organizations and their membership numbers Of the member organizations listed above, how many organizations are continuing from the previous year?</p> | 10% | The council/program provides the requested information regarding their (1) leadership team, (2) member organizations and (3) organization membership numbers More than 50% of the member organizations are continuing from previous years | The council/program provides the partial requested information regarding their (1) leadership team, (2) member organizations and (3) organization membership numbers 25-50% of the member organizations are continuing from previous years | The council/program provides little information regarding their (1) leadership team, (2) member organizations and (3) organization membership numbers Less than 25% of the member organizations are continuing from previous years |
| <p>External Funding Has your program attempted to generate funding from any of the following sources? Please explain.</p> | 5% | The council/program has attempted to generate funding from other sources | The council/program has planned but not executed plans generate funding from other sources | The council/program has not attempted to generate funding from other sources |

| | | | | |
|---|----|--|---|--|
| Budget Request Provide the full dollar amount for year request at each line item Please provide an explanation for any increase, decrease or lack of change. | 5% | The council/program provided clear and detailed information for each line item requested | The council/program provided limited information for each line item requested | The council/program provided little to no information for each line item requested |
| Timeliness | 5% | On time and complete | On time and incomplete | Late and complete/ Late and incomplete |

| Funded and Funding Groups | AICC | BICC | BSU | CICC | CSICC | ECSICC | EICC | HHDICC | HSSICC |
|---|-------------|-------------|------------|-------------|--------------|---------------|-------------|---------------|---------------|
| Anticipated Impact - 35% | Excellent | Excellent | Excellent | Basic | Excellent | Excellent | Good | Excellent | Excellent |
| Program Description and Direction - 25% | Excellent | Excellent | Excellent | Basic | Good | Excellent | Good | Good | Excellent |
| Historical Spending - 15% | Excellent | Excellent | Excellent | Basic | Good | Excellent | Good | Good | Excellent |
| Membership Information - 10% | Good | Excellent | Excellent | Excellent | Excellent | Excellent | Excellent | Excellent | Excellent |
| External Funding - 5% | Basic | Basic | Excellent | Basic | Basic | Excellent | Basic | Excellent | Basic |
| Budget Request - 5% | Excellent | Excellent | Excellent | Excellent | Excellent | Excellent | Excellent | Good | Excellent |
| Timeliness - 5% | Excellent | Excellent | Basic | Excellent | Excellent | Excellent | Excellent | Excellent | Excellent |

| Funded and Funding Groups | IFC | MGC | MESA | NPHC | NSMICC | PHC | RSA | SCICC | SWANA |
|---|------------|------------|-------------|-------------|---------------|------------|------------|--------------|--------------|
| Anticipated Impact - 35% | Excellent | Excellent | Excellent | Excellent | Good | Excellent | Excellent | Good | Excellent |
| Program Description and Direction - 25% | Good | Basic | Excellent | Excellent | Basic | Excellent | Excellent | Basic | Excellent |
| Historical Spending - 15% | Excellent | Good | Excellent | Excellent | Good | Excellent | Excellent | Excellent | Excellent |
| Membership Information - 10% | Excellent | Excellent | Excellent | Excellent | Excellent | Excellent | Good | Excellent | Excellent |
| External Funding - 5% | Basic | Basic | Basic | Basic | Basic | Basic | Basic | Excellent | Excellent |
| Budget Request - 5% | Excellent | Excellent | Excellent | Excellent | Good | Excellent | Excellent | Excellent | Excellent |
| Timeliness - 5% | Excellent | Excellent | Excellent | Basic | Excellent | Excellent | Excellent | Excellent | Basic |

| Funding Groups and Interclub Councils | AICC | | | BICC | | | BSU | | | CICC | | | CSICC | | | EICC | | | Current |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | |
| General Operations | | | | | | | | | | | | | | | | | | | |
| Hospitality | \$ 7,500.00 | \$ 5,500.00 | \$ 5,500.00 | \$ 2,500.00 | \$ 2,500.00 | \$ 2,500.00 | \$ 3,000.00 | \$ 4,000.00 | \$ 3,500.00 | \$ 2,100.00 | \$ - | \$ 1,050.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 1,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 500.00 |
| Supplies | \$ 6,500.00 | \$ 3,500.00 | \$ 3,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 2,500.00 | \$ 3,000.00 | \$ 2,700.00 | \$ 1,800.00 | \$ - | \$ 900.00 | \$ 1,350.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 700.00 | \$ 800.00 | \$ 800.00 | \$ 2,777.00 |
| Printing & Advertising | \$ - | \$ - | \$ - | \$ 250.00 | \$ 500.00 | \$ 400.00 | \$ 700.00 | \$ 1,000.00 | \$ 800.00 | \$ 100.00 | \$ - | \$ 100.00 | \$ 200.00 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ - |
| Professional Services (Dancers, Singers and Artists) | \$ 600.00 | \$ 6,000.00 | \$ 3,000.00 | \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 500.00 | \$ 350.00 | \$ 350.00 | \$ - |
| Rentals for Special Events | \$ - | \$ - | \$ - | \$ 1,050.00 | \$ 1,800.00 | \$ 1,200.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Travel | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 15,500.00 | \$ 25,000.00 | \$ 20,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Dues and Subscriptions | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 500.00 | \$ 500.00 | \$ 500.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Insurance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Gift Cards/Gift Expense | \$ - | \$ - | \$ - | \$ 1,900.00 | \$ 900.00 | \$ 900.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Promotional Items | \$ 2,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 1,000.00 | \$ 1,200.00 | \$ 1,100.00 | \$ 1,300.00 | \$ 1,500.00 | \$ 1,300.00 | \$ 1,100.00 | \$ - | \$ 550.00 | \$ 1,100.00 | \$ 500.00 | \$ 500.00 | \$ 600.00 | \$ 600.00 | \$ 600.00 | \$ - |
| Speakers (Events, Retreats, Conferences) | \$ 2,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 15,000.00 | \$ 15,000.00 | \$ 15,000.00 | \$ - | \$ 1,000.00 | \$ 700.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,000.00 | \$ 1,500.00 | \$ 1,500.00 | \$ - |
| General Operations Subtotal | \$ 19,600.00 | \$ 18,000.00 | \$ 15,000.00 | \$ 23,200.00 | \$ 23,400.00 | \$ 22,600.00 | \$ 25,500.00 | \$ 38,000.00 | \$ 31,500.00 | \$ 5,100.00 | \$ - | \$ 2,600.00 | \$ 4,650.00 | \$ 3,650.00 | \$ 3,650.00 | \$ 5,950.00 | \$ 5,400.00 | \$ 5,400.00 | \$ 3,277.00 |
| Program Funding | | | | | | | | | | | | | | | | | | | |
| Hospitality | \$ 2,000.00 | \$ 4,500.00 | \$ 4,000.00 | \$ 7,500.00 | \$ 8,000.00 | \$ 8,000.00 | \$ 2,000.00 | \$ 2,500.00 | \$ 2,200.00 | \$ 5,300.00 | \$ 10,000.00 | \$ 7,000.00 | \$ 3,050.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 800.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 2,000.00 |
| Supplies | \$ 1,500.00 | \$ 3,000.00 | \$ 3,000.00 | \$ 2,100.00 | \$ 2,100.00 | \$ 2,100.00 | \$ 1,000.00 | \$ 1,500.00 | \$ 1,200.00 | \$ 1,700.00 | \$ 500.00 | \$ 500.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 500.00 | \$ 500.00 | \$ 500.00 | \$ 5,155.00 |
| Professional Services (Dancers, Singers and Artists) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Rentals for Special Events | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Travel | \$ 5,625.00 | \$ 2,500.00 | \$ 3,000.00 | \$ 15,000.00 | \$ 15,000.00 | \$ 15,000.00 | \$ 500.00 | \$ 500.00 | \$ 500.00 | \$ 13,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 8,500.00 | \$ - | \$ - | \$ 11,634.00 | \$ 1,300.00 | \$ 10,000.00 | \$ 50,418.00 |
| Dues and Subscriptions | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Gift Cards/Gift Expense | \$ - | \$ - | \$ - | \$ 1,500.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Promotional Items | \$ - | \$ - | \$ - | \$ 500.00 | \$ 700.00 | \$ 700.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 500.00 | \$ 500.00 | \$ - | \$ - | \$ - | \$ - |
| Speakers (Events, Retreats, Conferences) | \$ 5,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Program Funding Subtotal | \$ 14,125.00 | \$ 15,000.00 | \$ 15,000.00 | \$ 26,600.00 | \$ 26,800.00 | \$ 26,800.00 | \$ 4,500.00 | \$ 5,500.00 | \$ 4,900.00 | \$ 20,000.00 | \$ 15,500.00 | \$ 12,500.00 | \$ 14,550.00 | \$ 7,500.00 | \$ 7,500.00 | \$ 12,934.00 | \$ 2,800.00 | \$ 11,500.00 | \$ 57,573.00 |
| Total | \$ 33,725.00 | \$ 33,000.00 | \$ 30,000.00 | \$ 49,800.00 | \$ 50,200.00 | \$ 49,400.00 | \$ 30,000.00 | \$ 43,500.00 | \$ 36,400.00 | \$ 25,100.00 | \$ 15,500.00 | \$ 15,100.00 | \$ 19,200.00 | \$ 11,150.00 | \$ 11,150.00 | \$ 18,884.00 | \$ 8,200.00 | \$ 16,900.00 | \$ 60,850.00 |

| Funded Groups and Interclub Councils | IFC | | | MGC | | | NPHC | | | PANHELLENIC | | | RSA | | |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President |
| General Operations | | | | | | | | | | | | | | | |
| Hospitality | \$ 1,500.00 | \$ 2,000.00 | \$ 1,700.00 | \$ 5,500.00 | \$ 11,850.00 | \$ 7,500.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 5,000.00 | \$ 12,150.00 | \$ 10,000.00 | \$ 7,500.00 | \$ 7,500.00 | \$ 7,500.00 |
| Supplies | \$ 500.00 | \$ 800.00 | \$ 600.00 | \$ 2,000.00 | \$ 4,000.00 | \$ 2,500.00 | \$ 500.00 | \$ 1,000.00 | \$ 700.00 | \$ 1,500.00 | \$ 2,620.00 | \$ 2,000.00 | \$ 7,500.00 | \$ 7,500.00 | \$ 7,500.00 |
| Printing & Advertising | \$ 250.00 | \$ 400.00 | \$ 250.00 | \$ 500.00 | \$ 600.00 | \$ 600.00 | \$ 150.00 | \$ 250.00 | \$ 200.00 | \$ 750.00 | \$ 750.00 | \$ 750.00 | \$ - | \$ - | \$ - |
| Professional Services (Dancers, Singers and Artists) | \$ - | \$ 1,000.00 | \$ 500.00 | \$ 3,500.00 | \$ 5,000.00 | \$ 4,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,900.00 | \$ 6,000.00 | \$ 6,000.00 |
| Rentals for Special Events | \$ 1,000.00 | \$ 4,000.00 | \$ 2,000.00 | \$ 1,500.00 | \$ 3,000.00 | \$ 2,500.00 | \$ 500.00 | \$ 4,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 1,180.00 | \$ 1,180.00 | \$ - | \$ - | \$ - |
| Travel | \$ 2,500.00 | \$ 4,000.00 | \$ 2,500.00 | \$ 2,000.00 | \$ 4,000.00 | \$ 2,500.00 | \$ 1,000.00 | \$ 5,000.00 | \$ 2,000.00 | \$ 3,500.00 | \$ 4,030.00 | \$ 4,000.00 | \$ 2,700.00 | \$ 3,500.00 | \$ 3,000.00 |
| Dues and Subscriptions | \$ 1,950.00 | \$ 1,950.00 | \$ 1,950.00 | \$ - | \$ - | \$ - | \$ - | \$ 1,750.00 | \$ 1,500.00 | \$ 600.00 | \$ 930.00 | \$ 800.00 | \$ 150.00 | \$ 200.00 | \$ 200.00 |
| Gift Cards/Gift Expense | \$ - | \$ 200.00 | \$ 200.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 500.00 | \$ - | \$ - |
| Promotional Items | \$ 1,000.00 | \$ 3,000.00 | \$ 2,000.00 | \$ 1,000.00 | \$ 1,750.00 | \$ 1,750.00 | \$ 500.00 | \$ 3,000.00 | \$ 2,000.00 | \$ 4,000.00 | \$ 970.00 | \$ 970.00 | \$ 5,000.00 | \$ 5,500.00 | \$ 5,500.00 |
| Speakers (Events, Retreats, Conferences) | \$ 1,500.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 1,000.00 | \$ 1,200.00 | \$ 1,100.00 | \$ - | \$ 2,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total | \$ 10,200.00 | \$ 19,350.00 | \$ 13,700.00 | \$ 17,000.00 | \$ 31,400.00 | \$ 22,450.00 | \$ 4,650.00 | \$ 19,000.00 | \$ 11,400.00 | \$ 17,350.00 | \$ 22,630.00 | \$ 19,700.00 | \$ 29,250.00 | \$ 30,200.00 | \$ 29,700.00 |

| | |
|--|---------------|
| Current Year Total | \$ 579,465.00 |
| Requested Total | \$ 658,536.23 |
| President Recommendation Total | \$ 581,903.00 |
| President Recommendation with SASU Total | \$ 588,403.00 |

| Totals for All Funded and Funding Groups | Current | President |
|--|----------------------|----------------------|
| General Operations and Program Funding | | |
| Hospitality | \$ 114,922.00 | \$ 126,683.00 |
| Supplies | \$ 66,704.00 | \$ 64,955.00 |
| Printing & Advertising | \$ 4,700.00 | \$ 5,548.00 |
| Professional Services (Dancers, Singers and Artists) | \$ 29,400.00 | \$ 34,950.00 |
| Rentals for Special Events | \$ 30,750.00 | \$ 37,280.00 |
| Travel | \$ 211,789.00 | \$ 190,410.00 |
| Dues and Subscriptions | \$ 12,700.00 | \$ 15,450.00 |
| Insurance | \$ 23,500.00 | \$ 23,500.00 |
| Gift Cards/Gift Expense | \$ 8,650.00 | \$ 6,857.00 |
| Promotional Items | \$ 30,850.00 | \$ 27,970.00 |
| Speakers (Events, Retreats, Conferences) | \$ 45,500.00 | \$ 48,300.00 |
| Total | \$ 579,465.00 | \$ 581,903.00 |

| Including SASU | President |
|----------------|----------------------|
| | \$ 129,433.00 |
| | \$ 65,955.00 |
| | \$ 5,798.00 |
| | \$ 35,450.00 |
| | \$ 37,280.00 |
| | \$ 191,910.00 |
| | \$ 15,450.00 |
| | \$ 23,500.00 |
| | \$ 6,857.00 |
| | \$ 28,470.00 |
| | \$ 48,300.00 |
| Total | \$ 588,403.00 |

| ECSICC | | | HHDICC | | | HSSICC | | | Mesa Coope. | | | NSMICC | | | SCICC | | | SWANA ICC | | | SASU | | |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------------|-------------|-------------|--|
| Request | President | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | Current | Request | President | |
| \$ 1,000.00 | \$ 700.00 | \$ 3,000.00 | \$ 3,500.00 | \$ 3,000.00 | \$ 5,000.00 | \$ 4,710.20 | \$ 4,710.00 | \$ 6,000.00 | \$ 10,000.00 | \$ 6,000.00 | \$ 4,000.00 | \$ 2,650.00 | \$ 2,650.00 | \$ 1,772.00 | \$ 500.00 | \$ 500.00 | \$ 1,250.00 | \$ 4,200.00 | \$ 3,000.00 | \$ - | \$ - | \$ 750.00 | |
| \$ 3,324.00 | \$ 3,000.00 | \$ 1,500.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 1,000.00 | \$ 881.42 | \$ 882.00 | \$ 3,921.00 | \$ 6,000.00 | \$ 4,000.00 | \$ 1,750.00 | \$ 2,100.00 | \$ 2,100.00 | \$ 550.00 | \$ 250.00 | \$ 250.00 | \$ 500.00 | \$ 1,000.00 | \$ 700.00 | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ 500.00 | \$ 300.00 | \$ 800.00 | \$ 797.87 | \$ 798.00 | \$ 200.00 | \$ 600.00 | \$ 300.00 | \$ 250.00 | \$ 350.00 | \$ 350.00 | \$ 200.00 | \$ 100.00 | \$ 100.00 | \$ 200.00 | \$ 300.00 | \$ 300.00 | \$ - | \$ - | \$ 250.00 | |
| \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | \$ 400.00 | \$ 400.00 | \$ 400.00 | \$ 1,000.00 | \$ 2,400.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ 3,500.00 | \$ 6,500.00 | \$ 6,500.00 | \$ 500.00 | \$ 8,000.00 | \$ 4,000.00 | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ 950.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 6,000.00 | \$ 12,500.00 | \$ 7,000.00 | \$ 1,000.00 | \$ 1,900.00 | \$ 1,900.00 | \$ 3,000.00 | \$ 2,500.00 | \$ 2,300.00 | \$ 250.00 | \$ 1,000.00 | \$ 700.00 | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ 5,000.00 | \$ 1,500.00 | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 4,000.00 | \$ 2,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,500.00 | \$ 1,413.24 | \$ 1,413.00 | \$ 250.00 | \$ 400.00 | \$ 300.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 150.00 | \$ 150.00 | \$ - | \$ - | |
| \$ - | \$ - | \$ 2,000.00 | \$ 3,000.00 | \$ 2,500.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 1,000.00 | \$ 2,200.00 | \$ 1,500.00 | \$ 2,000.00 | \$ - | \$ - | \$ 750.00 | \$ 500.00 | \$ 400.00 | \$ - | \$ 750.00 | \$ 600.00 | \$ - | \$ - | \$ 500.00 | |
| \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 500.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,000.00 | \$ 4,000.00 | \$ - | \$ - | \$ - | |
| \$ 4,324.00 | \$ 3,700.00 | \$ 7,450.00 | \$ 17,000.00 | \$ 12,300.00 | \$ 12,200.00 | \$ 11,702.73 | \$ 11,703.00 | \$ 22,371.00 | \$ 40,100.00 | \$ 24,100.00 | \$ 10,500.00 | \$ 7,000.00 | \$ 7,000.00 | \$ 33,272.00 | \$ 33,850.00 | \$ 33,550.00 | \$ 2,700.00 | \$ 20,400.00 | \$ 13,450.00 | \$ - | \$ - | \$ 1,500.00 | |
| \$ 2,300.00 | \$ 2,200.00 | \$ 1,500.00 | \$ 2,000.00 | \$ 1,700.00 | \$ 15,000.00 | \$ 13,952.85 | \$ 13,953.00 | \$ 2,100.00 | \$ 6,000.00 | \$ 5,000.00 | \$ 1,050.00 | \$ 3,820.00 | \$ 3,820.00 | \$ - | \$ - | \$ - | \$ 11,500.00 | \$ 8,000.00 | \$ 7,000.00 | \$ - | \$ - | \$ 2,000.00 | |
| \$ 5,928.25 | \$ 5,500.00 | \$ 1,000.00 | \$ 1,500.00 | \$ 1,200.00 | \$ 5,000.00 | \$ 4,752.96 | \$ 4,753.00 | \$ 1,895.00 | \$ 3,500.00 | \$ 2,500.00 | \$ 500.00 | \$ 2,570.00 | \$ 2,570.00 | \$ 4,000.00 | \$ 2,000.00 | \$ 1,500.00 | \$ 2,006.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ 1,000.00 | |
| \$ - | \$ - | \$ - | \$ 1,000.00 | \$ 700.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 10,000.00 | \$ 10,000.00 | \$ 5,000.00 | \$ - | \$ - | \$ 500.00 | |
| \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 10,000.00 | \$ 12,000.00 | \$ 11,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | |
| \$ 60,501.60 | \$ 51,000.00 | \$ 10,800.00 | \$ 5,800.00 | \$ 5,800.00 | \$ 12,000.00 | \$ 12,000.00 | \$ 12,000.00 | \$ 2,312.00 | \$ 4,500.00 | \$ 3,000.00 | \$ 30,800.00 | \$ 24,410.00 | \$ 24,410.00 | \$ 20,000.00 | \$ 22,000.00 | \$ 21,000.00 | \$ 2,000.00 | \$ 2,500.00 | \$ 2,200.00 | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 9,500.00 | \$ 10,500.00 | \$ 10,500.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,000.00 | \$ 2,793.84 | \$ 2,794.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 200.00 | \$ 100.00 | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,000.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 500.00 | \$ 500.00 | \$ 500.00 | \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ 1,000.00 | \$ - | \$ - | \$ 10,000.00 | \$ 9,500.00 | \$ 9,500.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,000.00 | \$ 3,000.00 | \$ 3,000.00 | \$ - | \$ - | \$ - | |
| \$ 68,729.85 | \$ 58,700.00 | \$ 14,300.00 | \$ 12,300.00 | \$ 10,400.00 | \$ 46,500.00 | \$ 44,499.65 | \$ 44,500.00 | \$ 6,307.00 | \$ 14,000.00 | \$ 10,500.00 | \$ 32,350.00 | \$ 30,800.00 | \$ 30,800.00 | \$ 45,500.00 | \$ 48,000.00 | \$ 45,500.00 | \$ 30,006.00 | \$ 21,700.00 | \$ 19,800.00 | \$ - | \$ - | \$ 5,000.00 | |
| \$ 73,053.85 | \$ 62,400.00 | \$ 21,750.00 | \$ 29,300.00 | \$ 22,700.00 | \$ 58,700.00 | \$ 56,202.38 | \$ 56,203.00 | \$ 28,678.00 | \$ 54,100.00 | \$ 34,600.00 | \$ 42,850.00 | \$ 37,800.00 | \$ 37,800.00 | \$ 78,772.00 | \$ 81,850.00 | \$ 79,050.00 | \$ 32,706.00 | \$ 42,100.00 | \$ 33,250.00 | \$ - | \$ - | \$ 6,500.00 | |



EXECUTIVE SENATE BUDGET RECOMMENDATION

Fiscal Year 2024-2025



ANNUAL PROCESS

ASI's annual budget process includes a portion of Student Government programs which receive recommendations from the ASI President. This includes the 18 Executive Senate councils.

All 18 councils submitted their budget request for the 2024-2025 fiscal year between December 15, 2023 and February 2, 2024.

All requests were graded using the rubric developed by the ASI Finance Committee.

BUDGET REQUEST INFO

The total requested budget across all 18 councils was \$658,536.23.

Using the graded requests, the overall recommendation for the 2024-2025 Executive Senate budget area is an increase from \$579,465 (current) to \$588,403 (recommended).

NOTABLE BUDGET CHANGES

Some notable changes include:

- BSU and SCICC increase to accommodate for more student travel
- Increases to NPHC, MESA, MGC, and others due to expected increase in council or member org activity in the next year
- Slight decreases to councils who incorrectly submitted their budget requests (CICC, EICC) or councils who requested decreases due to lack of use (CSICC, HSSICC, NSMICC)
- Funding to allow SASU to be established