

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

**Finance Committee  
MINUTES  
November 9, 2017**

**CALL TO ORDER**

Glaiza Julian, Chair, called the meeting to order at 1:19 p.m.

**ROLL CALL**

Members Present: Borjas\*\*, Jimenez Perez, Julian, Torres

Members Absent: Sheriff<sup>1</sup>

Officers Present: Jakel, Lawrence\*\*

Officers Absent: None

Guests: Luis Landy

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

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

1. With no objections, Sheriff was excused from the meeting due to another University commitment.

**APPROVAL OF AGENDA**

Julian stated that the Time Certain has been cancelled.

The agenda was approved as amended. (Torres-m/Jimenez Perez-s)

**APPROVAL OF MINUTES**

The minutes from the October 26, 2017 meeting were approved as presented. (Torres-m/Jimenez Perez-s)

**PUBLIC SPEAKERS**

None

**TIME CERTAIN**

- a. Luis Landy, ECSICC

Item was deleted from the agenda.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

- a. Discussion: Fee Transparency Initiative

Julian stated that there was a flyer last year that showed how the ASI and TSC funds were allocated. For this year's campaign, Julian stated that she wanted to get ideas from the members.

[Lawrence arrived to the meeting at 1:21pm.]

Julian stated that she had spoken with others about the initiative, and they wanted to have a visual method of communication. Julian asked the members if they had any other ideas.

Jimenez Perez stated that there were students that were misinformed and thought ASI funds were going toward the College Republicans' speaker event. It needs to be clear on how ASI funds are allocated. The information needs to be available publicly.

Jimenez Perez suggested having information signs in the quad. They should also have flyers and send out emails. There needs to be more visuals around campus.

Lawrence stated that the information is on the ASI website. There is a breakdown on how the ASI and TSC fees are allocated. With the College Republicans event, students were not aware that the club sponsored the event. No ASI or TSC fees were used for the event.

Julian stated that last year, the Committee thought about doing a video or multiple videos on FAQ's and other information.

Julian asked the members how the people in their Colleges would like to receive the information.

Jimenez stated that videos are nice, but the students would not watch them. They need to have visuals around campus.

Torres stated that the best way would be to have a flyer.

Jimenez Perez stated that they could have flyers, signs and videos, depending on the funding available.

Lawrence stated that at an upcoming Board of Directors meeting there will be a presentation of the cost allocation for the ASI and TSC fees.

**b. Presentation: 2018-19  
ASI Budget Process  
and Timeline**

Julian stated that she and Lawrence are working on the budget orientation.

[Borjas arrived to the meeting at 1:36pm.]

Julian presented the budget orientation information packet. This packet will be used for the councils, departments and programs requesting ASI funding.

Julian stated that the budgets are due January 26, 2018 by 5pm.

Lawrence presented the budget timeline.

Julian stated that the packet also includes instructions on budget preparation, line item definitions, budget policies and annual budget guidelines.

**REPORTS**

**a. Director of Financial  
Services**

Lawrence reported the following:

- 1) The campus is having a Chancellor Office audit on cash handling procedures. There will be policy changes that will be communicated to the Board of Directors on how cash is accepted and accessibility. There will be forms that will be added to the website. Lawrence is meeting with the campus auditor this afternoon.
- 2) Have a safe 3-day holiday.

**b. Chair**

Julian reported the following:

- 1) Julian is working with 2 groups on possible Contingency requests for an upcoming meeting. One group has not replied back to Julian.
- 2) Julian stated that she appreciated everyone's attendance at the Committee meetings.

**ANNOUNCEMENTS/  
MEMBERS' PRIVILEGE**

Jakel reported the following:

- 1) Welcome back Borjas and Jimenez Perez from their trips.
- 2) The Board of Directors will be taking their picture on the 14<sup>th</sup>.
- 3) The presentation on the University's strategic plan will be posted in Slack. Please review the presentation and give feedback.

Jakel yielded to Luis Landy.

Landy stated that they are looking at purchasing a PCB printer. They want members of their club to have access to the printer, but they also want to offer it to all students/clubs in computer engineering and electrical engineering. The club would be responsible for the maintenance. If the printer were department funded, the department would own the printer. The students are concerned that they would not have access to it.

Julian stated that Landy has already spoken to Drew Wiley on this request. The purchase would not be allowed using ASI fees. It would be appropriate for the department to fund the purchase. The most viable resource would be to speak with the Assistant Dean or College Dean.

Landy stated that he worked with the department. They did fund a reimbursement of \$2,000. The club is trying to make the purchase on their own, but they have not talked to the Assistant Dean.

Borjas stated that Landy has been doing a lot of heavy lifting on behalf of the students. Borjas suggested speaking with the Board members representing the College and ECSICC. They may have more information or resources. Talk to the Assistant Dean. It would be a better conversation on how to get access for students.

**ADJOURNMENT**

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



Glaiza Julian, Committee Chair



Deserita Ohtomo, Recording Secretary