

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

**Finance Committee  
MINUTES  
March 14, 2019**

**CALL TO ORDER** Maisune Abu-Elhajja, Chair, called the meeting to order at 1:20 p.m.

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

Members Absent: None

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

Officers Absent: None

Guests: None

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

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

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

**APPROVAL OF MINUTES** The minutes from the February 28, 2019 meeting were approved as presented. (Good-m/Quinones-s)

**PUBLIC SPEAKERS** None.

**TIME CERTAIN** None.

**UNFINISHED BUSINESS** None.

**NEW BUSINESS**

a. **Proposed 2019-20 ASI Budget** Lawrence presented the ASI budget proposal for the 2019-20 fiscal year.

[Ansari arrived to the meeting at 1:23pm.]

[Torres arrived to the meeting at 1:27pm.]

Lawrence stated that the goal is to have a balanced budget. The current surplus is \$10,000. With the Committee members' recommendation, the proposal would be over by \$24,000.

Lawrence went over the variances in income.

Abu-Elhajja handed over the gavel to Torres to chair the meeting at 1:37pm.

Lawrence went over the changes in expenses.

[Abu-Elhajja left the meeting at 1:37pm.]

Lawrence stated that the amount for scholarships increased.

Lawrence continued with the budget presentation.

[Abu-Elhaija returned to the meeting at 1:41pm.]

Torres returned the gavel to Abu-Elhaija to chair the meeting at 1:41pm.

Quinones asked if the Spring Concert revenue was included in the Administration budget.

Lawrence answered no. The amount is under general income. Spring Concert is under Programming and Student Services.

Baker asked what the amount for the Higher Education Price Index (HEPI).

Lawrence stated that the HEPI was 1.7% in 2017-18; 3.7% in 2018-19; and 2.8% expected in 2019-20.

Baker asked where the funds for Athletics go.

Lawrence stated that the funds go to scholarships and student tuition.

Quinones asked how the funds for staff development in the Administration budget are used.

Lawrence stated that there is a tuition reimbursement program. The line item also funds conference registration fees, all staff meetings and retreats.

Baker asked what travel was funded in the Lobby Corps budget.

Aldazabal stated that the travel funds are for the Executives and Board members to attend conferences and monthly meetings.

Good asked if the travel for Lobby Corps has increased from last year. Also, how much did the budgets for the commissions increase.

Ansari stated that there were some changes to the budgets.

Baker asked if there were monies in the budget to fund travel for students at large.

Aldazabal stated that there was extra money put into the travel budget at the discretion of next year's President and CGO if they would like to fund student at large travel.

Abu-Elhaija stated that this issue could be discussed further during deliberations.

Abu-Elhaija stated that the members would move into budget deliberations.

Abu-Elhaija stated that they would start with the Council proposals.

Education Inter-Club Council (0202-)

- With the Committee member's review, the recommendation was to fund \$13,750; an increase of \$750 over the ASI Presidential budget proposal.

- Member's Recommendation:
  - a) 8074 (Contracts/Fees/Rentals) A-side: \$2,300 [\$200 decrease].
  - b) 8050 (Supplies) A-side: \$300 [\$50 decrease]
  - c) 8074 (Contracts/Fees/Rentals) B-side: \$2,500 [\$500 increase]
  - d) 8077 (Travel) B-side: \$8,500 [\$500 increase]
- Discussion:
  - a) 8074 A-side: decrease to \$2,000 (\$500 decrease from ASI Presidential proposal) due to historical spending.
- The total recommended budget is \$12,700.

#### Communications Inter-Club Council (0302-)

- With the Committee member's review, the recommendation was to fund \$27,100; a decrease of \$1,000 from the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$4,000 [\$1,000 decrease; the Council has not spent more than \$3,000 in the past few years]
- There was no further discussion.
- The total recommended budget is \$27,100.

#### Business Inter-Club Council (0303-)

- With the Committee member's review, the recommendation was to fund \$44,350; an increase of \$6,500 over the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$21,000 [\$6,000 increase]
  - b) 8051 A-side: \$1,000 [\$500 decrease]
  - c) 8074 B-side: \$7,000 [\$1,000 increase]
- Discussion:
  - a) Historically, 8077 B-side has not been fully spent. The amount could be lowered.
  - b) There was a recommendation to lower 8077 B-side to \$10,000.
  - c) The actual amount spent historically for 8077 B-side has been around \$3,000. The recommended amount could be \$7,000.
  - d) 8077 (Travel) B-side: \$7,000 [\$7,000 decrease from ASI Presidential proposal]
  - e) The recommended increase for 8074 A-side seemed high compared to their 3-year spending history.
  - f) The Council requested Contingency for their speaker during this year's Business Madness.
  - g) There is an option that they could request Contingency next year.
  - h) Since travel funds were reduced, 8074 A-side should not be cut a lot.
  - i) 8074 A-side: \$20,000 [\$5,000 increase from ASI Presidential proposal].
- The total recommended budget is \$36,350.

#### Engineering & Computer Science Inter-Club Council (0306-)

- With the Committee member's review, the recommendation was to fund \$62,000; no change to the ASI Presidential budget proposal.
- Discussion:
  - a) The budget request was realistic with the spending history.
  - b) In the last 4 years, the Council has only spent about \$48,000 in 8077 B-side. The amount could be reduced.
  - c) The Council has added a few clubs. There will be a need for more travel funds to offer more opportunities to students.
  - d) The amount could be reduced to \$52,000.
  - e) 8077 B-side: \$52,000 [\$2,000 decrease to ASI Presidential budget proposal.]
- The total recommended budget is \$60,000.

Natural Sciences & Mathematics Inter-Club Council (0307-)

- With the Committee member's review, the recommendation was to fund \$39,900; an increase of \$1,900 over the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$9,000 [\$100 decrease]
  - b) 8074 B-side: \$2,000 [\$1,000 decrease]
  - c) 8077 B-side: \$28,000 [\$3,000 increase]
- Discussion:
  - a) B-side travel will be off this year since there was a conference that many students attend is being held in one of the banned states. Next year, this conference will be held in Hawaii. The amount should be about the same as the 18-19 budget.
  - b) The historical spending is about \$18,000-\$20,000 in B-side travel. They are expecting to spend more next year, but \$28,000 should be sufficient.
  - c) They could stress that if additional travel funding is needed they can request Contingency.
- The total recommended budget is \$39,900.

Arts Inter-Club Council (0308-)

- With the Committee member's review, the recommendation was to fund \$36,100; an increase of \$3,100 over the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$18,500 [\$500 increase]
  - b) 8077 B-side: \$8,000 [\$2,600 increase]
- Discussion:
  - a) There were multiple clubs added to the Council.
  - b) The Council has recently approved funding conference registration fees.
  - c) The member's recommendation is to fund more than the Council requested.
  - d) The Council intended on requesting Contingency this semester when they changed the rule on funding registration fees.
  - e) The change was approved around the same time as budget proposals. The Council submitted their proposal and then approved the change to funding.
  - f) The Committee could consider moving funds from other line items to increase the amount for B-side travel.
  - g) Most of the other line items have been almost fully used in previous years. A-side 8074 funds their Arts Week.
  - h) In general, the Committee should honor the budget proposal amounts by considering funding the amount requested or a lower amount. They cannot determine the needs of the groups above what was requested.
  - i) It would be fair to recommend \$6,500 for B-side travel.
  - j) Since the historical spending for A-side 8074 has not been more than \$17,500, it would be appropriate to fund \$17,500 for this line item.
  - k) 8074 A-side: \$17,500 [\$500 decrease to ASI Presidential budget proposal.]
  - l) 8077 B-side: \$6,500 [\$1,100 increase from ASI Presidential budget proposal.]
- The total recommended budget is \$33,600

[Torres left the meeting at 2:31pm.]

Health & Human Development Inter-Club Council (0309-)

- With the Committee member's review, the recommendation was to fund \$28,775; a decrease of \$300 to the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$7,200 [\$1,200 increase]
  - b) 8077 B-side: \$16,000 [\$1,500 decrease]
- Discussion:

- a) The proposed increase on the A-side 8074 was due to leadership, growth and their spending history, but the Committee could consider funding \$7,000.
- b) 8074 A-side: \$7,000 [\$1,000 increase to ASI Presidential budget proposal.]
- c) The proposed decrease to B-side 8077 was done by averaging the actual spending for the past few years. The historical spending has been inconsistent.
- d) There was a recommendation to lower B-side travel to \$15,000. They have been budgeted \$17,500 over the past 3 years, but they have failed to spend 100% of the line item.
- e) 8077 B-side: \$15,000 [\$2,500 decrease from ASI Presidential budget proposal.]
- f) For B-side 8074, the budget amount could be lowered since they have not spent their full budget in the past. The suggested amount is \$3,500.
- g) In the presentation, the Council stated that they wanted to request \$4,500.
- h) The Council has not historically spent more than \$2,800. The amount for B-side 8074 was suggested at \$3,100.
- i) 8074 B-side: \$3,100 [\$900 decrease from ASI Presidential budget proposal.]
- The total recommended budget is \$26,675

#### Humanities & Social Sciences Inter-Club Council (0341-)

- With the Committee member's review, the recommendation was to fund \$59,300; a decrease of \$4,000 to the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 B-side: \$30,000 [\$2,000 decrease]
  - b) 8077 B-side: \$20,000 [\$2,000 decrease]
- Discussion:
  - a) The recommendation for \$20,000 for B-side travel was due to the historical spending.
  - b) There was a concern that 8074 B-side was reduced since they have added 8 clubs to their Council.
  - c) The clubs that have been added are relatively new and may not have done any event programming.
  - d) The Council has only spent about 30% of their B-side travel this year. There are not many travel requests coming up this semester.
  - e) With the new clubs, it would seem that programming requests would be higher than travel. The suggested budget was \$18,000 for B-side travel.
  - f) If the B-side travel is reduced, the B-side Contracts/Fees/Rentals should increase to \$32,000.
  - g) 8077 B-side: \$18,000 [\$4,000 decrease from ASI Presidential budget proposal.]
  - h) 8074 B-side: \$32,000 [no change from the requested amount or ASI Presidential budget proposal.]
- The total recommended budget is \$59,300.

#### Sports Club Inter-Club Council (0351-)

- With the Committee member's review, the recommendation was to fund \$113,200; an increase of \$15,000 over the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$11,500 [\$1,500 increase]
  - b) 8077 B-side: \$27,000 [\$12,000 increase]
  - c) 8084 (Insurance) A-side: \$23,500 [\$1,500 increase]
- Discussion:
  - a) The Council has spent a majority or all of the B-side travel funds in the past. The full requested amount was not recommended.
  - b) Travel spending has been inconsistent.

- c) Travel spending is dependent on how well the sports teams do.
- d) If there are teams that have winning season, the Council could request Contingency.
- e) There was a suggestion to look at the other line items to see if reductions could be made to support travel.
- f) The Council has spent most of the B-side travel funds in the past and should not be reduced significantly.
- g) 8074 A-side: \$10,000 [no change to the ASI Presidential proposed budget.]
- The total recommended budget is \$111,700.

#### Mesa Cooperativa (0422-)

- With the Committee member's review, the recommendation was to fund \$25,650; a decrease of \$1,350 to the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$13,500 [\$500 increase]
  - b) 8050 A-side: \$2,000 [\$500 decrease]
  - c) 8077 A-side: \$2,600 [\$400 decrease]
  - d) 8074 B-side: \$3,300 [\$300 increase]
  - e) 8077 B-side: \$2,750 [\$1,250 decrease]
- Discussion:
  - a) The B-side travel was reduced due to historical spending.
  - b) There was a suggestion to reduce 8074 B-side to \$3,000 due to historical spending.
  - c) 8074 B-side: \$3,000 {no change to the ASI Presidential proposed budget.}
- The total recommended budget is \$25,350.

#### National Pan-Hellenic Council (0427-)

- With the Committee member's review, the recommendation was to fund \$4,050; no change to the ASI Presidential budget proposal.
- There was no further discussion on this proposal.
- The total recommended budget is \$4,050.

#### Multicultural Greek Council (0432-)

- With the Committee member's review, the recommendation was to fund \$13,700; a decrease of \$1,000 to the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074: \$6,500 [\$500 decrease]
  - b) 8050: \$4,700 [\$200 decrease]
  - c) 8077: \$1,900 [\$300 decrease]
- There was no further discussion on this proposal.
- The total recommended budget is \$13,700.

#### Black Student Union (0433-)

- With the Committee member's review, the recommendation was to fund \$24,500; a decrease of \$2,900 to the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074 A-side: \$14,000 [\$10,100 increase]
  - b) 8077 A-side: zero [\$13,000 decrease]
- Discussion:
  - a) With the ABC Conference being hosted at CSUF next year, there are no other plans to travel according to the BSU President. There is still funding in B-side travel if their clubs wished to travel to other conferences.
  - b) Funds in A-side travel have been moved to A-side contracts/fees/rentals since BSU is expected to contribute to the ABC conference.
- The total recommended budget is \$24,500.

Panhellenic Council (0608-)

- With the Committee member's review, the recommendation was to fund \$20,810; an increase of \$5,000 over the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8050: \$8,000 [\$5,000 increase]
- Discussion:
  - a) The increase in 8050 was due to the Contingency request this year to pay for t-shirts.
  - b) Considering they have to tighten the belt, \$5,000 for t-shirts does not seem a good financial expenditure. Other budgets for student travel and programming are being cut to realize a balanced budget.
  - c) The role of the Committee is not to police how funds are being spent but to allocate funds based on spending.
- The total recommended budget is \$20,810.

Resident Student Association (0614-)

- With the Committee member's review, the recommendation was to fund \$31,350; an increase of \$3,000 over the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8050: \$18,000 [\$2,000 increase]
  - b) 8077: \$4,000 [\$1,000 increase]
- Discussion:
  - a) Even though they have spent most of their supplies budget, they have not spent it efficiently. Most of the budget is spent on programming. They over-program and are left with extra food at events.
  - b) If the supplies budget was reduced, it would not have a significant effect on the group. The Committee could also consider reducing the proposed amount for travel.
  - c) There was a proposal to reduce the amount for 8050 is \$15,000
  - d) There was a suggestion to use the ASI Presidential budget proposal for Travel.
  - e) 8050: \$15,000 [\$1,000 decrease from ASI Presidential budget proposal].
  - f) 8077: \$3,000 [no change from ASI Presidential budget proposal.]
- The total recommended budget is \$27,350.

Inter-Fraternity Council (0622-)

- With the Committee member's review, the recommendation was to fund \$10,000; no change to the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8074: \$4,500 [\$500 decrease]
  - b) 8050: \$1,500 [\$500 decrease]
  - c) 8077: \$2,500 [\$500 increase]
  - d) 8051: \$1,50 [\$500 increase]
- Discussion:
  - a) There was a suggestion to reduce the amount for 8074 to \$4,000.
  - b) The amount for 8051 was increased since the Council is planning on starting recruitment earlier than in past years.
  - c) 8074: \$4,000 [\$1,000 decrease from ASI Presidential budget proposal.]
  - d) There was a suggestion to decrease the amount for 8051 to \$1,000 since they have not previously spent funds on printing.
  - e) 8051: \$1,000 [no change from the ASI Presidential budget proposal.]
- The total recommended budget is \$9,000.

Community Service Inter-Club Council (0629-)

- With the Committee member's review, the recommendation was to fund \$24,300; a decrease of \$150 to the ASI Presidential budget proposal.
- Member's Recommendation:
  - a) 8051 A-side: \$100 [\$150 decrease]
- There was no further discussion on this on this proposal.
- The total recommended budget is \$24,300.

Abu-Elhaija called a recess at 3:18pm.

Abu-Elhaija recalled the meeting at 3:25pm.

Good asked if the excess funds go into Contingency.

Lawrence stated that Contingency has already been set in the propose budget. The surplus funds will go into reserves.

Neal asked for the justifications for \$60,000 going to DIRC and \$10,000 going to Project Rebound.

Aldazabal stated that Project Rebound came with a \$20,000 request. The request was to pay the director's salary, scholarships and student salaries. ASI could not fund these expenses. The compromise was to fund \$10,000 for scholarships. There is a need for support from ASI. For DIRC, there was going to be a reduction of student leaders from 25 to 10. With ASI's financial help, they will not have to reduce the number of student leaders. Hopefully, next year's team can work with VPSA and DIRC to find other sources of funding. This will be a one-time funding.

Good asked if the Committee could amend the commission budgets.

Lawrence stated that the Committee has the authority to look at all areas of the proposed budget and make recommended changes.

Good asked if there was historical information for the commissions' spending.

Ansari stated that the commission budgets were previously part of the Executive budget. This year is the first year that the budgets have been separate. There is no historical spending information. There is historical spending information for programming.

Abu-Elhaija stated that there was little time left for the meeting. Abu-Elhaija asked if the members wanted to call a special meeting to continue deliberations or vote today.

Good asked if they could have the 2018-19 budget amounts for the commissions along with the actuals.

Baker asked if they were voting on the entire budget proposal.

Abu-Elhaija stated that the Committee votes on the entire budget. If they want to look at the commissions and programming, a special meeting will need to be called.

The members discussed the topic and decided to hold a special meeting to continue deliberations.

Abu-Elhaija stated that a special meeting would be called for next week.



**REPORTS****a. Director of Financial Services**

Lawrence stated that the Committee did a good job with deliberations. They looked at the historical data and other factors. They made decisions as a whole that the ASI Board can have confidence to approve the recommended budget.

**b. Chair**

Abu-Elhajja reported the following:

- 1) Thanks to Aldazabal and Ansari for their work on the budget proposal.
- 2) Thanks to all for their work during budget deliberations. The members were prepared for this meeting.
- 3) A special meeting will be called next week.
- 4) There will be a meeting for the members to debrief the budget process.
- 5) Transition information is being prepared.

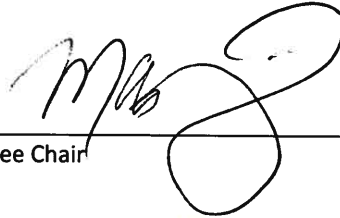
**ANNOUNCEMENTS/  
MEMBERS' PRIVILEGE**

Executive Senate will be meeting today at 4pm. They will be having an elections mixer.

Good congratulated Abu-Elhajja on being accepted to Chapman University.

**ADJOURNMENT**

The meeting was adjourned at 3:43 p.m.



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Maisune Abu-Elhajja, Committee Chair



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Deserita Ohtomo, Recording Secretary