



ASI Finance Committee Minutes

2016-17; 2 Friday, October 21, 2016, 3:00pm-5:00pm, BSC, 2nd Floor, England Evans

I. Preliminaries

- A. Call to Order at 3:07pm
- B. Quorum Check:

Karen Tu, Treasurer, Chair

Voting members:

- Carlos Gomez, Senator Pro-Tempore, Vice Chair
- Uriah Sanders, President
- Gabriel Smith, Vice President **Unexcused Absence**
- Maha Shah, Engineering Senator
- Kayla Barbosa, Senator-at-Large (SIC)
- Gabi Sedano, CEIS Senator **Excused Tardy**

Advisors:

- Ivonne Cabezas, Designee for ASI Director of Financial Services
- Jami Grosser, Senior Coordinator, ASI Advisor **Tardy**

Non-voting Liaison:

- Samuel, Attorney General

- C. Approval of Minutes
 - 1) There were no minutes to approve
- D. Agenda Changes
 - 1) No agenda changes
- E. Introduction of Guests
 - 1) There were no guests
- F. Reports
 - 1) There were no reports given
- G. Open Forum
 - 1) There were no speakers

II. Action Item

- A) There were no action items

III. Discussion Item

- A) Advertising of Additional Funding Resources
 - 1) Karen gave a brief presentation informing the committee of the IRA student fee. She explained the IRA student fee provides funding for out-of-class experiences. She added IRA funded groups receive an annual budget approved by President based on fee projections for the year. She continued to discuss the Administrative Fund designed for outreach programs and student development activities including: conferences, training, and workshops. She noted this fund is intended for individuals and groups and can only receive up to \$1,000.
 - 2) Karen asked for feedback to include on a flyer regarding IRA and the funding that is available for clubs the committee discussed the following:
 - a) Advertise these additional resources to councils
 - b) Examples of programs that have been funded

B) Council Budget Allocation Process

- 1) Karen Tu provided a presentation providing the process of the budget allocation process.
 - a) There is no deadline for the budgets going to their council
 - b) The deadline for councils to turn in their Budget Transfer Form to Financial Services is the last Friday in January.
- 2) Karen provided suggestions of deadlines councils should set
 - a) Deadlines are being proposed for mid-November
 - i. The committee discussed looking into further research of deadlines, and identify the reason for the deadlines in place now.
 - ii. The committee discussed the issues of club events happening before they can request funding from Finance Committee. In addition the committee discussed the issues of training within their councils and clubs.
 - iii. Karen suggested moving refund request deadlines from July thru September to July thru October so that clubs could have a mid-November deadline.
 - iv. It was also discussed to look further down the road when constructing these deadlines for when Cal Poly turn from quarters to semesters.

IV. Information Item

- A) There were no information items

V. Adjournment

- A) Next Finance Committee Meeting: Friday, November 4, 2016, 3:00pm-5:00pm, BSC, 2nd Floor Perseus
- B) Meeting was adjourned at 4:04pm