



**NOTICE OF MEETING OF THE BUDGET ALLOCATION AND SPENDING COMMITTEE OF
ASSOCIATED STUDENTS OF CSU CHANNEL ISLANDS, INC.**

NOTICE IS HEREBY GIVEN, to the general public and to all of the Board of Directors of Associated Students of CSU Channel Islands, Inc., a California nonprofit public benefit corporation, that:

A meeting of the Budget Allocation and Spending Committee (BASC) will be held on Monday, March 27, 2017 at 7:45 a.m., pursuant to Education Code Section 89921 et seq., at California State University Channel Islands, Student Union Meeting Room A, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

- 1) Call to Order: 7:46 a.m.
- 2) Approval of Agenda:
 - I. M/S/P (S. Andrzejewski/E. Heim) Motion passed 3-0-0
- 3) Approval of Minutes:
 - a. ACTION ITEM: February 22, 2017 Minutes
 - II. M/S/P (E. Heim/ S. Andrzejewski) Motion passed 3-0-0
 - b. ACTION ITEM: March 6, 2017 Minutes
 - III. M/S/P (S. Andrzejewski/E. Heim) Motion passed 3-0-0
 - c. ACTION ITEM: March 8, 2017 Minutes
 - IV. M/S/P (S. Andrzejewski/E. Heim) Motion passed 3-0-0
 - d. ACTION ITEM: March 15, 2017 Minutes
 - V. M/S/P (S. Andrzejewski/E. Heim) Motion passed 3-0-0
- 4) Public Forum: None
- 5) Outstanding Business:
 - a. DISCUSSION ITEM: Campus Life, ASI Administration, ASI Entities, Student Union Budget Proposal to ASI Board
 - i. Include notes in "Budget at a Glance" Excel document that reflects what priority it was in temporary operating budget before being moved into the program reserve column.

Helen Mancias arrived

- ii. Ask Tonee Sherrill to define the money in equipment line for the Student Union
 - b. DISCUSSION ITEM: BASC Procedures Updates
 - i. Will update BASC Procedures by reviewing section by section.
 1. Focus on Student Organizations
 - a. Use campus definitions from student payments document
 - i. Honorarium
 - ii. Prizes and Gifts
 1. The campus definitions Jen provided did not provide a definition for "prizes." This definition was created by G. DeLong and J. Shoemaker. The BASC agreed this was a sufficient definition.
 - b. S. Andrzejewski suggested a format change to have definitions in the beginning of the document instead of repeating them throughout the document. J. Shoemaker will make this change outside of the BASC meeting.
 - c. Equipment

- i. The process for student organizations having equipment through ASI funds will need to be established.
 - d. Reallocation
 - i. Corrected some wording in this section to better reflect the intention of the statement.

Susan A. had to leave.

6) New Business: None

7) Future BASC Agenda Items:

- a. BASC Procedures Updates
- b. Non-renewed student organization allocation
- c. Permanent BASC meeting time for 17-18
- d. How to handle ASI02 fund balances for clubs no longer in existence but did not sign a form clarifying how to handle funds if the club became inactive.
- e. Create reallocation process for ASI allocated funds

8) Questions: None

9) Upcoming Meetings:

- a. Wednesday, March 29, 2017, 7:45 – 8:45 a.m. Student Union Meeting Room A
- b. Wednesday, April 5, 2017, 7:45 – 8:45 a.m. Student Union Meeting Room A
- c. Friday, April 7, 2017, 1:30 – 3:30 p.m. Student Union Meeting Room A
- d. Monday, April 10, 2017, 7:45 – 8:45 a.m. Student Union Meeting Room A
- e. Wednesday, April 12, 2017, 7:45 – 8:45 a.m. Student Union Meeting Room A
- f. Friday, April 14, 2017, 1:30 – 3:30 p.m. Student Union Meeting Room A
- g. Monday, April 17, 2017, 7:45 – 8:45 a.m. Student Union Meeting Room A

10) Adjournment: 8:28 a.m.

Next BASC Meeting is scheduled for Wednesday, March 29, 2017 in the Student Union Meeting Room A.

Minutes respectfully submitted by Annie Block-Weiss, ASI Administrative Support Coordinator, and Jennifer Shoemaker, ASI Budget Assistant.