

## 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, February 24, 2020 from 10:00-11:30 a.m., pursuant to Education Code Section 89921 et seq., at California State University Channel Islands, Student Union, 2nd Floor, Room B, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

- 1) Call to Order: 10:18 AM
- 2) Roll Call:
  - a. Members Present: Deanna Villagran, Russell Winans, Robert McDonald
  - b. Members of the Public: Helen Alatorre, Giselle Dominguez
- 3) Approval of Agenda:
  - a. Motion was made to add the following minutes for approval to the agenda:
    - i. ACTION ITEM: February 12, 2020 Minutes
    - ii. ACTION ITEM: February 17, 2020 Minutes
      - 1. M/S/P: (R. McDonald/R. Winans) 3-0-0 Motion Passes
  - b. Motion to approve agenda as amended.
    - i. M/S/P: (R. Winans/R. McDonald) 3-0-0 Motion Passes
- 4) Approval of Minutes:
  - a. ACTION ITEM: February 12, 2020 Minutes
    - i. M/S/P:(R. Winans /R. McDonald) 3-0-0 Motion Pass
  - b. ACTION ITEM: February 17, 2020 Minutes
    - i. M/S/P:(R. Winans /R. McDonald) 3-0-0 Motion Pass
  - c. ACTION ITEM: February 19, 2020 Minutes
    - i. M/S/P:(R. Winans /R. McDonald) 3-0-0 Motion Pass
- 5) Public Forum:
- 6) Outstanding Business:
  - a. DISCUSSION ITEM: Campus Partner Budget Request Deliberations & Preliminary Priorities
    - i. The BASC reviewed the minutes from February 15, 2019 and reviewed the guidelines set by the board last year.
    - ii. If University Auxiliary Services (UAS) Catering prices have gone up, the BASC Committee will consider different amounts as they consider a standardized amount.
    - iii. Career Development
      - 1. Ehko's Career Closet
        - a. Contractual Services: Requested \$6,630 (Fully funded in Priority A)
      - 2. Dining Etiquette Workshop Training
        - a. Supplies and Services: Requested \$300 (Fully funded in Priority A)
        - b. Professional Services: Requested \$1,325 (Fully funded in Priority A)
        - c. Promotional Items: Requested \$250 (\$250 funded in Priority B)
        - Business Meals/ Hospitality: Requested \$1,250 (Fully funded in Priority A)
      - 3. Faculty Champions Breakfast
        - a. Printing: Requested \$320 (\$320 funded in Priority B)
        - b. Awards and Gifts: Requested \$200 (\$200 funded in Priority B)

- c. Business Meals/ Hospitality: Requested \$1,000 (\$400 funded in Priority B and \$600 funded in Priority C)
  - i. Questions asked should an event focusing on faculty rather than students be funded?
  - ii. What's the difference between this event and say the Legacy Awards which recognizes faculty as well.
  - iii. ASI might find it more aligned with their mission to fund the Career Fair vs an event focusing on faculty.
- iv. Campus Life-STEP
  - 1. Legacy Awards
    - a. Printing: Requested \$700 (Fully funded in Priority B)
    - b. Supplies and Services: Requested \$2,000 (Fully funded in Priority A)
    - c. Professional Services: Requested \$1,000 (Fully funded in Priority A)
    - a. Awards and Gifts: Requested \$2,000 (Fully funded in Priority A)
    - b. Business Meals/ Hospitality: Requested \$2,500 (\$1,500 funded in Priority A and \$1,000 funded in Priority B)
      - a. In addition to the amount requested, ASI had pitched in and contributed more than the allocated amount.
      - b. For the Business Meals and Hospitality area the BASC Committee will wait for UAS Catering rate to estimate how much they will allocate.
  - 2. Weeks of Welcome: Welcome Celebration
    - a. Professional Services: Requested \$2,500 (Fully funded in Priority A)
    - Business Meals/ Hospitality: Requested \$6,000 (Fully funded in Priority A)
      - i. The event was shifted from Sunday to Saturday to increase the amount of attendance.
  - 3. Weeks of Welcome: Ask me Campaign
    - a. Supplies and Services: Requested \$1,200 (Fully funded in Priority A)
    - Business Meals/ Hospitality: Requested \$1,500 (Fully funded in Priority A)
      - i. New Request was taken by the Commuters Center as well as other departments on campus.
        - ii. Not provided funding for the specific "Ask me Campaign" but was funded in the past by other departments.
      - iii. Over 1,000 students are impacted by the program and provided in the Fall and Spring.
  - 4. Dolphin Games (Fall and Spring)
    - a. Professional Services: Requested \$1,500 (Fully funded in Priority A)
    - Business Meals/ Hospitality: Requested \$3,000 (Fully funded in Priority A)
  - 1. Campus Labs Engage Modules (CI Sync)
    - a. Professional Services: Requested \$16,900 (Fully funded in Priority A)
  - 2. Student Organization & Involvement Liaison
    - a. Contractual Services: Requested \$9,000 (Fully funded in Priority A)
- v. Dean of Students
  - 1. Basic Needs
    - a. Printing: Requested \$2,500 (Fully funded in Priority A)
    - a. Contractual Services: Requested \$19,000 (\$9,500 Funded in Priority A and \$9,500 funded in Priority B)
      - i. Supplies and Services are for non-food items such as hygiene products that will be dispersed throughout the university's bathrooms.
      - ii. BASC committee will be consistent and fund the same amount of student assistants per area.
- vi. Underrepresented Student Initiatives (USI)
  - 1. Adulting 101

- a. Printing: Requested \$250 (Fully funded in Priority A)
- b. Promotional Items: Requested \$500 (\$500 funded in Priority B)
- c. Business Meals and Hospitality: Requested \$500 (Fully funded in Priority A)
  - i. Honorariums fees depend on who attends and where they come from.

- 7) New Business:
- 8) Closing Comments:
- 9) Adjournment: 11:31 AM

Next BASC Meeting is scheduled for Wednesday, February 26, 2020 from 2:00 p.m. - 3:00 p.m. in the Student Union, 2nd Floor, Room B.

Minutes respectfully submitted by Giselle Dominguez, ASI Budget Support Coordinator.