

## 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 special meeting of the Budget Allocation and Spending Committee (BASC) will be held on Wednesday, April 29, 2020 from 2:00 p.m. - 3:00 p.m., pursuant to Education Code Section 89921 et seq., at California State University Channel Islands, Via Zoom Meeting (<u>https://csuci.zoom.us/j/98454383682</u>) at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

- 1) Call to Order: 2:15 p.m.
- 2) Roll Call:
  - a. Members Present: Russell Winans, Robert McDonald, Sarah Terry, Deanna Villagran
  - b. Members of the Public: Giselle Dominguez, Helen Alatorre
- 3) Approval of Agenda:
  - a. M/S/P: (S. Terry/ R. McDonald) 4-0-0 Motion Passes
- 4) Approval of Minutes:
  - a. ACTION ITEM: April 22, 2020 Minutes
    - i. M/S/P: (R. McDonald/ S. Terry) 4-0-0 Motion Passes
  - b. ACTION ITEM: April 27, 2020 Minutes
    - i. Meeting was CANCELLED.
- 5) Public Forum:
- 6) Outstanding Business:
  - a. DISCUSSION ITEM: BASC Procedure Updates
    - i. Area C: Funding Eligibility
      - 1. Bullet point 4: "ASI funds cannot be used for events/requests connected to academic course requirements." (R. Winans)
        - a. H. Alatorre- Interpreted ASI BASC Procedure section as cannot use ASI01 funds to fulfill a class requirement.
    - ii. Area D: Ineligibility Funding
      - 1. Bullet point 2: "ASI will not fund events that are not open, advertised, and accessible to the entire student body."
        - Note for Fall 2020; Considering the current COVID-19 virtual environment, how will we move forward and include all students? In addition to those who might not have accessibility to Wi-Fi or laptops? (R. Winans)
          - i. H. Alatorre-Once we are in a virtual environment, we can access the situation and move forward on a case by case basis.
          - ii. D. Villagran- Put a note for the BASC Committee of 20-21 in the transition report that includes student organizations being prepared in the case that Fall 2020 Is virtual.
    - iii. Area G: Annual Report
      - 1. Bullet point 1: "Organizations who fail to meet this expectation will be ineligible
        - for future funding allocations for the upcoming fiscal year." (R. Winans)
          - a. Is this a process we would want Student Organizations to continue to do, the report has fallen through the cracks and has not been created.

- i. H. Alatorre- The Data Report did not work for the purpose it was initially intended for. An alternative to gain information from student organizations and number of attendees can be used to keep track and gain data in regards to number of attendance.
- iv. Cap on Campus Partner requests vs. Student Organizations requests
  - 1. There is an inconsistency in having a limit of \$3,000 Student Organizations and not having one for campus partners.
    - a. Having a limit number may be difficult for those departments that put on large events and do more for the campus.
    - b. This may be beneficiary for the current COVID-19 Virtual Environment where Campus Partners may not be programming as heavy as the past years.
      - i. Revenue will be less depending on enrollment and virtual environment of Fall 2020.
- v. Area C in Student Organizations
  - 1. Bullet 1: "New Student Organization funding for
    - a. If a new department was created in the middle of the year are they able to partner with ASI to get and request an amount regardless of missing the ASI BASC deadline to request for funding? (R. Winans)
      - i. H. Alatorre- In the past ASI's Executive Director has been able to increase a set campus partner allocated budget fund based on the current ASI budget.
- vi. Area A in Student Organization
  - 1. Bullet 6: "Funds allocated for events or programs must be spent on events or programs and may not be reallocated."
    - a. S. Terry- Is there wiggle room for student organizations to move money and use up the allocated amount?
      - i. R. Winans- Student Organizations can move events from one semester to another but not from one area allocated to, to another.

- 7) New Business:
  - a. DISCUSSION ITEM: 20-21 ASI Budget Proposal Updates
    - i. ASI Board Meeting there was an inquiry in regards to the Fund Balance, A meeting between; Cindy Derrico (AVP of ASI and Housing) Barbara Rex (AVP of Finance) and Helen Alatorre (Executive Director of ASI) met in regards to how the amount has grown throughout the years and why it is beneficiary to spend from the fund regardless of Campus Partners being advised not to use Fund Balance.
      - 1. Anything that has not been put in Fund Balance needs to be put into Reserves.
      - 2. H. Alatorre- We are in a good position where we are able to use Fund Balance and still have sufficient money to cover reserves.
- 8) Questions:
- 9) Closing Comments:
- 10) Adjournment: 3:03 p.m.

Next BASC Meeting is scheduled for Monday, May 4, 2020 from 10:00 a.m. - 11:30 a.m. Via Zoom Meeting (<u>https://csuci.zoom.us/j/92523783915</u>.)

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