

College of the Canyons

Associated Student Government

Finance Committee Meeting Agenda

Wednesday, February 26th, 2025; 1:30 pm

HSLH-137

Teleconference Location:

17200 Sierra Highway
Santa Clarita, CA 91351-1622

1. General Business

- 1.1 Call to Order/Welcome/Establish Quorum
- 1.2 Announcements/Correspondence
- 1.3 Approval of the Finance Committee Meeting Agenda of February 26, 2025
- 1.4 Open Forum

2. Regular Meeting Items (Discussions are limited to 10 minutes)

- 2.1 ASG Financial Code Revisions
- 2.2 ASG Grants Review & Discussion

3. Reports (Limited to 5 minutes)

- 3.1 Officers Report
 - 3.1.1 Director Reports.....(Any Directors)
 - 3.1.2 Vice President of Activities..... Aaron Pin-An Lin
 - 3.1.3 Vice President of Inter Club Council.....Kristian Mengistu
 - 3.1.4 Executive Vice President of Communications..... Ava Hernandez
 - 3.1.5 Vice President of Equity..... Moussa Haj Ghaban

| | |
|---|---------------------------|
| 3.1.6 Vice President of Advocacy..... | Amna Fadel |
| 3.1.7 Student Trustee..... | Sanjana Sudhir |
| 3.1.8 Executive Vice President..... | Jesus Martinez Desantiago |
| 3.1.9 President..... | Harrison Kim |
| 3.1.10 ASG Technician..... | Robin Herndon |
| 3.1.11 ASG Canyon Country Campus Advisor..... | Joanna Kelly |
| 3.1.12 ASG Activities and ICC Advisor..... | Lynn Suh |
| 3.1.13 ASG Lead Advisor..... | Kelly Dapp |

4. Open Forum

5. Announcement of next meeting: April 23, 2025

6. Adjournment

IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR AN AGENDA IN AN ALTERNATE FORM, PLEASE CONTACT CAMPUS LIFE & STUDENT ENGAGEMENT AT COLLEGE OF THE CANYONS AT LEAST 48-HOURS BEFORE THE SCHEDULED MEETING

Date: 2/26/2025

Item Type: Action _X_ Information _X_ Discussion _X_

Agenda Section: 2.0 Regular Meeting Items

Item Number: 2.1

Agenda Item Title: ASG Financial Code Revisions

Background: The ASG Financial Code is ASG's governing document that outlines guidelines and procedures for the allocation of ASG funds. There are a few changes that need to be made to the document including updating some officer titles and aligning the language to current practices.

ASG Finance Code Changes:

III. INTERPRETATION:

Section 1:

Interpretation of the Financial Code, and therefore authority and supervision concerning the expenditure of ASG funds will rest with the appropriate Student Service/Campus Life & Student Engagement Administrator, being that ~~s/he is~~ they are the official designee of the Santa Clarita Community College District Board of Trustees which serves as the controlling authority over all ASG activities and funds as stipulated by California Education Codes 76060, 76062, 76063, 76064, and 76065.

VII. FINANCE COMMITTEE:

Section 1. Finance Committee Membership shall consist of:

A. Voting Members

i. Finance Board

President, Executive Vice President, ~~Executive~~ Vice President
(Activities), Vice President (I.C.C.), Student Trustee,

~~Executive Liaison Officer~~ Executive Vice President of
Communications, and Officer of Marketing & Vice President of Equity, and Vice
President of Advocacy.

~~—Information.~~

IX. PROCEDURE ON BUDGET REQUESTS

Section 1.

~~A. The person in charge of the program for which the budget request has
—been submitted, or his/her representative, must be present at the
—Finance Committee hearing when the budget requests are discussed.~~

X. ANNUAL BUDGET PROCEDURES

Section 1.

~~C. The Executive Vice President shall send written notification of the
—date of budget hearings to the organizations and their respective
—advisors not less than ten (10) working days prior to the scheduling
—time of hearing. These budget hearings will provide the interested
—parties the opportunity to appear before the committee to explain
—their requests.~~

D. After all parties have been provided the opportunity to be heard, Once
ASG grant applications are received by the deadline, the
Executive Vice President shall direct the committee to begin deliberations.

XIV. PAYMENT AUTHORIZATION FORMS

Section 1:

ASG funds shall be accessed through a Payment Authorization form must include the following information:

- A. An ASG Executive Board officer's signature
- B. The club/organization's advisor signature for club payments
- C. ASG Student Services Coordinator signature
- D. The Director of Campus Life & Student Engagement's signature or

the ~~Associated Assistant Superintendent~~/ Vice President of Student Services signature in the absence of the Director of Campus Life & Student Engagement

X. ASG ACCOUNTS

Section 2. ASG Merchant Account

- A. Funds received from the ASG credit card merchant machine shall be deposited in the ASG's ~~merchant~~ checking account.

Recommendations: Move to approve the proposed revisions to the ASG Financial Code.

Submitted by: Kelly Dapp, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐

Failed: ☐

Tabled: ☐

Date: 2/26/2025

Item Type: Action ____ Information X Discussion X

Agenda Section: 2.0 Regular Meeting Items

Item Number: 2.2

Agenda Item Title: ASG Grants Review & Discussion

Background: During each spring semester, ASG invites campus departments, programs, clubs, and student alliances to apply for ASG grant funds that may be used for the following academic year. The ASG Grant application process usually opens in March with grant deliberations taking place in early May. It's time for the ASG Finance Committee to begin solidifying the 2025-2026 ASG Grants details so that the dates and application may be released and advertised to the campus community in a couple of weeks. Information will be provided to the ASG Finance Committee about the ASG Grants process and timelines. A draft of the ASG Grant application will also be shared with the committee for feedback. The ASG Finance committee will also need to discuss the award amounts and total amount of funds that will be allocated towards the 2025-2026 grants.

Recommendations: *N/A*

Submitted by: Kelly Dapp, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐

Failed: ☐

Tabled: ☐