

Associated Student Government

Minutes

Wednesday, November 1, 2023

2:30 p.m. Hasley Hall 137

Finance Committee Meeting

Members Present:

Christopher Bordbar, ASG President

Caitlin Herron, ASG Executive Vice President

Hestia Sartika, Student Trustee

Kristian Mengistu, ASG Executive Vice President of Activities

Sanjana Sudhir, ASG Executive Liaison Officer

Ellie Wingo, Vice President of Inter Club Council

Harrison Kim Officer of Marketing and Information

Erik Polanco, Cultural Student Involvement Coordinator 2- Valencia

Members Absent:

Others Present:

Robin Herndon, ASG Technician

Kelly Dapp, ASG Advisor

Melinda Ursetta, ASG Technician

Dr. Jasmine Ruys, Vice President of Student Services

1. General Business:

1.1 Call to order/Welcome/ Recognition of Quorum

Officer **Caitlin Herron**, Executive Vice President, calls the Finance Committee Meeting of the A.S.G. to order at 3:12 p.m. with quorum established and 7 ASG Officers present.

1.2 Announcements: None

1.3 Approval of the ASG Finance Committee Meeting of November 1, 2023

Motion: **Ellie Wingo**, Vice President of Inter Club Council

Second: **Sanjana Sudhir**, Executive Liaison Officer

Record of Board Vote... 7-0-0 with chair voting aye

1.4 Open Forum: None

2. Consent Calendar:

2.1 Approval of the ASG Finance Committee Meeting Minutes from September 6, 2023

Motion: *Ellie Wingo, Vice President of Inter Club Council*

Second: *Sanjana Sudhir, Executive Liaison Officer*

Record of Board Vote... 7 -0-0 with chair voting aye

3. Regular Board Meeting Items:

3.1 **Action: ASG Budget Review**

Motion: *Ellie Wingo, Vice President of Inter Club Council*

Second: *Sanjana Sudhir, Executive Liaison Officer*

Background: Over the past few months, information has been shared with the ASG about the status of their operating budget. Due to decreased enrollment and increased costs in budget expenditures over the last several years, ASG has received less revenue from the Student Support Fee while existing forced costs and operational costs have significantly risen. During the last ASG Senate meeting, Dr. Ruys provided information about the different fees that are associated with ASG and also provided a comparison of those fees and benefits offered at other colleges. The ASG Finance Committee will have an opportunity to examine their operating budget more in depth at this time and discuss options for addressing the budget shortfall. Dr. Ruys and Jason Hinkle will also discuss steps that are being considered to help alleviate some of the financial strain on ASG's budget.

Dr. Ruys is here to discuss as a group and how to move forward.

ASG has had an increased budget for the past 20 years until now.

The District wants to work with you to make this work with the current budget and salary increasing over time.

At the last meeting, presented what other schools are doing within their Associated Student Government and how they are budgeting.

In the past, budget allowed more freedom but now have to look at priorities and what is being offered to students.

Three different pots that funds come from: Student Rep Fee, Student Center Fee, and ASG Budget.

Will evaluate the different funding sources to see what this funding may be used to pay in the future.

For example, attending CCSAA conference or the upcoming SSCCC conference may be paid from the Student Rep Fee account.

What can be paid for from where should be looked at.

Are there things that should come out of different sources of funding?

This did not need to be done in the past with a healthy budget but now does need to be looked at closer.

Look at what the board's priorities are when laying out the budget.

Over the next Finance meetings, would like to see this done as to where the funds should be spent on and what are the priorities are.

Through Program Review, may look at the department's positions and how does Campus Life incorporate into these positions and looking at how the district may be able to pick up a percentage of the positions.

Working with Advisors after looking over the three different sources of income and the priorities of where to focus on the funding.

Review the MOUs to see if what each position does is still happening currently.

Review the budget to see if the positions are still working for you now in the same capacity.

7 total positions funded by ASG within Campus Life.

A full-time employee is more costly than part-time employee but there is a cost to this including the hours reduced and less flexibility.

Student Center Fee- look into using this funding to pay for things purchased within the Student Center.

Look into what may be taken off of the ASG budget and placed into the Student Center funding.

Student Center Fee has about \$574,000 which about \$200,000 is used to pay off the bond.

What may be moved off of the ASG Budget that is allowable to pay using the Student Center Fee Funding.

The Bond will be paid off as of 2025 and the funds will be available in full.

Jasmine will look into the allowable expenses for the Student Center Fee Funding.

What is considered programming for the Student Center will also be looked into.

Student Rep Fee is currently used in paying for the conferences.

Stipends for the board may also be taken from the Student Rep Fee.

What are some options that may be transferred out of the ASG budget and into the Student Rep Fee funding?

A great way to find out how other schools are using these funds would be to get feedback during upcoming conference.

Also look at what would bring the ASG board out of the deficit for next year's budget?

Work together to get information through the program review to help give the district an idea of what is needed in terms of assistance.

Would like to ask the district to take on some of the percentage of the classified salaries and the athletic dues.

Review each of the positions to see if and what the percentage should be for the classified.

DashPass is an MOU through 2026 and then may decide if this is something that should be continued in the future.

Upcoming Campus Escort and BaNC MOU is expiring and another MOU will be presented to the board.

Discuss if the funded positions through the BaNC and Campus Escorts (MOU) are still needed.

Should look at priorities of the board to see if this should be continued or paused.

Look into potential of funding a percentage, rather than the whole position within the MOUs.

May create a new MOU that is relevant and reallocate the money somewhere else.

MOU's may be paused and not removed completely.

Would like to have district assist with funding the computer lab and if not, would have a current staff oversee the part-time staff that would employ the office.

Should also look at the use and cost to see if it is worth funding the program to gain a better perspective.

An idea is to not remove, just reduce temporarily.

More meetings may take place for the Finance committee to address the budget and reductions that should take place.

After priorities are set, then look at what should be funded and what should be reduced.

After reviewing the budget, work with advisors to see how the funding may be reduced.

ASG's decision would be worked into the department's Program Review.

Classified staff may be moved to a different department on campus.

Would like to have district and ASG work together to keep things going.

There are a number of ways to strategically present information in requesting funding assistance with staffing.

The progress made so far has made an impact and Dr. Ruys is available to come to future meetings as requested.

Scholarships and Computer Lab are important for students, whereas the DashPass and 25 Score Card is not as necessary.

Clarification on the current Contract with DashPass.

Officer Harrison Kim Officer of Marketing and Information, leaves at 3:49 pm to make quorum now 6

DashPass does sell out very quick and students enjoy this but not relevant to educational purposes.

This benefit was derived when the college was under a pandemic.

Contract for DashPass goes until 2026 and then will be reviewed to see if it should be continued.

Clarification on how the funding works with the DashPass.

Looked at the trend to see the spending may be reduced from \$15,00 to \$12,500.

Keep this in mind for the future ASG Boards.

This was created when students were stuck at home during Covid.

Each year, the current board writes a letter to newly elected ASG board.

Some of the student benefits do not fall within educational purposes.

Computer Lab funding and how that can be shifted over to the Student Center Fee.

Request that the district assume taking on more of a percentage of the classified salaries.

El Camino college now has the district pay for all of the classified salaries.

This is a goal to work towards for the future.

Negotiate a 50% district supported funding for classified staff.

Change the MOU for the BaNC on supplies as the money is not being spent.

BaNC MOU for student employment through the BaNC currently.

Campus Escorts are also student employees through this program.

The funding to the BaNC was cut due to the lack of spending in the past.

Funding was not spent due to the funding being unable to be spent on food.

The funding should be more open to serve different options within the BaNC and reduce the amount.

Should work with BaNC to see where assistance is needed with funding.

Rewrite the MOU to work with the BaNC on the financial needs.

Focus on scholarships because it would be helpful to all students.

Scholarships of \$500 were awarded through Bonelli scholarships to all of the local high schools.

Transfer scholarships are a common student need and should support these scholarships.

Priorities is the focus of this meeting and will help to give Kelly an idea when writing program review and how much to request the district to fund.

The first step is to find out what is an allowable expense within the budget for the Student Center Fee.

What are parameters of the budget with other departments moving into the Student Center as well as for clubs and events that take place annually.

Brainstorm how you would present the changes to the funding and for what reasons, such as the BaNC and there MOU currently.

Kelly will then put this into the Program Review to understand the validity of the expenses.

Years ago, department requested ongoing funding in the Student Resource Center and should be looked at to see if it should still be supported.

Review of MOU, classified salary funding and the percentage the district should be assisting with.

Should include these changes in the Program Review.

This is not setting a precedence but this is extraordinary times for this year's board.

Do not want future ASG Boards to go through this again.

A step increase may also be presented to have district assist with funding.

May also include in the MOU for the district to pick up the additional cost with pay increases.

Put a cap on the amount that ASG is willing to fund for salaries.

There will be no more Financial Board meetings this semester but potential during the winter semester training.

Meet to outline priorities to work on during the spring semester.

Draft of next year's ASG funding will be presented during the spring.

4. Open Forum- none

5. Announcement of the Next Meeting- TBA

6. Adjournment (4:15p.m.)

Motion: Sanjana Sudhir, Executive Liaison Officer

Second: Ellie Wingo, Vice President of Inter Club Council

Record of Board Vote:6-0-0 with chair voting aye and Officer Harrison Kim, Officer of Marketing and Information, not present