



ASSOCIATED STUDENTS, INC.

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

1000 E. Victoria St., Carson, CA 90747 ♦ Ph: 310-243-3686 ♦ Fax: 310-928-7141
asi@csudh.edu ♦ www.asicsudh.com

Minutes

Finance Commission

Friday, May 7, 2021 9:00 AM

See ASI Website for Zoom Meeting Details

This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

- I. Called to order at 9:04 a.m. by Lola White, Chairperson
- II. Roll Call
Voting Members Present: Lola White, Rihab Shuaib, Jonathan Molina-Mancio, and Jocelyn Molina-Mancio
Advisors Present: Rasheedah Shakoor, Michellena Lakey, Djeneba Ahouansou, Wayne Nishioka, and Donisha Quiller
Advisors Absent: Cecily McAlpine.
Visitors: Jessica Achugbue, Jessica Marroquin, Susan Flores, and Shamshad Elimu
- III. Approval of Agenda – Action Item
*M/Jonathan Molina-Mancio, S/Shuaib to approve the agenda with amendment to add Unfinished Business Item B: ASI Paraphernalia.
- IV. Approval of Minutes (April 23, 2021) – Action Item
*M/White, S/Jocelyn Molina-Mancio to approve the minutes as submitted
VOTE: UNANIMOUS
- V. Reports
Vice President of Academic Affairs – Molina-Mancio attended the Team Toro Learning & Instruction Repopulation Committee meeting. The committee was initially planning for 20% of classes to operate in-person in the fall semester. However, the Chancellor's Office wants more in-person classes (40-60%), and CSUDH is now scrambling to make that happen.
Finance and Business Services Manager – Ahouansou noted university IT is in the process to renew way campus community members sign into the MyCSUDH web page, update was postponed due to some technical issues. She added that the campus has experienced issues with Adobe recently, but Adobe services should be fully restored now.
- VI. Open Forum – Agenda Items Only
Time for members of the audience to address the Commission on specific agenda items only. None
- VII. Unfinished Business
 - A. Multicultural Resource Centers Funding Requests – Discussion/Action Item
The Commission will review and consider several funding requests from the resource centers.
No representative from the centers was in attendance to discuss the requests.

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*M/Jonathan, S/Shuaib to table the Multicultural Resource Centers Funding Request.

VOTE: UNANIMOUS

B. ASI Paraphernalia – Discussion/Action Item

The Commission will rediscuss and reconsider the purchase of ASI paraphernalia.

Ahouansou noted that the purchase of jackets for ASI students using Banquet funding was approved for approximately \$40 per jacket. Jesse Magana found a more cost-effective option, to purchase higher number of jackets (40 instead of 17) would be a better expense, and this would cover the entire ASI students and staff at the cost \$60 per jacket, making a larger order more cost-efficient. Magana found a local artist to create the jackets. Jocelyn Molina-Mancio and White support increasing the quantity and offering jackets to everyone in ASI while supporting a small local business.

*M/Jonathan, S/Shuaib to table the Multicultural Resource Centers Funding Request.

VOTE: UNANIMOUS

VIII. New Business

A. Budget Call Reallocation Requests – Discussion/Action Item

The Commission will review and consider a budget call reallocation from the English Graduate Association (EGA).

Flores shared her request for the English Graduate Association, a club open to all undergraduate and graduate English majors. She shared that the annual “Enjambé” features a keynote speaker as well CSUDH students’ writing talent. Two years ago, the attendance reached over 200, but this year on Zoom, 59 attendees are expected. Funding is being requested for *Enjambé* literary magazine, as the organization is going to print their 2020 and 2021 editions, and GrubHub credits for RSVPed attendees at \$25 per person, for a total cost of \$250. The original request was approved was for \$1,000 for two events, this one is \$1,200, an increase from past approved funding. Flores said that she is requesting an additional \$200 from last the request due to printing costs. Quiller reminded Flores that she was offered funding from IRA – they may have the funding needed for the guest speaker honorarium, and that they have a balance of \$790 after the expenses of a previous event. Ahouansou said that the request will need to be further discussed and placed Flores in a breakout room while the committee discussed the matter. Quiller clarified that printing costs were not included in the club’s original Budget Call request and clarified that the group received IRA funding for \$600 towards the event. Quiller clarified that they still have \$790 left from their second Budget Call request for a second event, and noted that it would not be a good idea to increase the group’s budget midway through the semester. White shared with Flores that it’s possible that IRA could assist with the printing funding. Quiller encouraged Flores to reach out to the person who sent her the IRA approval letter.

*M/Jonathan, S/Jocelyn Molina-Mancio to approve the budget reallocation with the remaining previously approved \$790.35 to food and printing.

VOTE: UNANIMOUS

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B. CCAMPIS Grant Writer – Discussion/Action Item

The Commission will review and approve the hiring of an external grant writer to help us write a competitive CCAMPIS Grant application for the Children’s Center.

Shakoor reached out to grant writer, Sheree Franklin, to provide services with grant writing that will cost \$8,000. In addition to writing the grant proposal, she is going to assist in the analysis in preparation for the accreditation and research of additional funding sources. Franklin wrote the recently approved cannabis grant for the Dymally Institute. White asked where the funds requested would come from. Shakoor is hoping to use leftover funding from the current budget, which hasn’t been fully used due to virtual operations. Ahouansou noted there are still funds available in the CDC’s budget. *M/Shuaib, S/Jonathan Molina-Mancio to approve the funding for the CCAMPIS Grant Writer. **VOTE: UNANIMOUS**

C. Financial Policies and Procedures Manual – Discussion Item

The Commission will review the Financial Policies and Procedures Manual and make necessary changes as part of the annual review process.

Due to time conflict, Ahouansou displayed the document for view and said it would be available on OneDrive so the commission could review it independently and add comments. They are required to review document at least once per year. Ahouansou will be adding a funding policy for the VEBA Trust, which is the investment account set aside to fund other post-employment benefits for employees. She will also be adding a sole vendor and a gift card policy, seeing that this service has been often misused by the resources centers as sometimes the same students win multiple gift cards in a drawing. Ahouansou will provide commission members with the link to access the document.

IX. Open Forum – Discussion Item

Time for members of the audience to address the Commission.

Jonathan Molina-Mancio shared an amendment to his report, clarifying that the president just sent out email regarding the university’s pushback to Chancellor, which has been approved. The campus operations will be remaining virtual, at 20-30% in-person in the fall semester.

X. Adjournment

Meeting adjourned at 9:57 a.m.

Chair’s Signature: _____

Date: _____

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