



DASB FINANCE COMMITTEE MINUTES

Monday, March 5th, 2018

3:30 pm

Student Council Chambers

Chair: Theresa Tjandrawinata

Contact: theresatjandrawinata@gmail.com

Call to Order

Theresa called meeting to order at 3:30 pm.

Roll Call

	Present	Absent	Excused	Late	Left early
Amanda L			X		
Kalani H	X				
Boris F	X				
Indu K	X				
Ahmad A	X				
Theresa T	X				
Harris G	X			X (3:32)	
Hayman W			X		

Approval of Minutes

- February 26th, 2018
- **Ahmad moved to approve the minutes from February 26th, 2018**
 - **Seconded by Boris**
 - **No objections**

Public Announcements

Please note: Members of the public are limited to two minutes. The Committee cannot take action or respond to items during public announcements.

No Public Announcements

Business Items

1. DISCUSSION/ACTION

Title: Travel Code

This item is to revise and finalize the Travel Code.

Presenter: Theresa Tjandrawinata

Time: 30 minutes

- The Finance Committee started to discuss.

- **Ahmad moved to add the following to Article VIII, Section 2, of the Finance code:**
The DASB may fund up to \$5,000 for a single conference in which funding shall not exceed \$500 per person for registration fees, publicly accessible transportations, lodging, and meals not provided by the conference. DASB will only reimburse publicly-accessible transportation costs between transit centers, lodging, and conference sites. Travel expenses must include detailed receipts in order to be reimbursed.
 - **Seconded by Harris**
 - **No objections**

Roll call vote for the addition to Article VIII, Section II, of the Finance Code.

	Yes	No	Abstain
Theresa T	X		
Kalani H	X		
Boris F	X		
Indu K	X		
Ahmad A	X		
Harris G	X		

Motion passed 6 Yes – 0 No

- **Ahmad moved to add the following to Article VIII, Section 2, of the Finance code:**
Upon request, at a mutually-agreed upon time, a presentation to the DASB Senate must be given by students that attended the conference.
 - **Seconded by Kalani**
 - **No objections**

Roll call vote for the addition to Article VIII, Section II, of the Finance Code.

	Yes	No	Abstain
Theresa T	X		
Kalani H	X		
Boris F	X		
Indu K	X		
Ahmad A	X		
Harris G	X		

Motion passed 6 Yes – 0 No

2. DISCUSSION/ACTION

Title: Budget Request Form

This item is to revise and finalize the Budget Request Form.

Presenter: Theresa Tjandrawinata

Time: 30 minutes

- Committee discussed which questions to change on the budget request forms and how to change/reformulate them.
 - The Committee agreed to change question 8 to “Give a brief description of the program/services to be provided. How does the program fulfil the mission statement of De Anza College?”
 - For Athletics the Finance Committee agreed to remove the following funds from the budget request form: Dues and Membership Fees (5030) and Capital (6420). They also wanted to change question 6 to how many students are directly involved in the program.

Burning Issues

No Burning Issues

Announcements/Informational Reports

- Ahmad informed voting is open this week and encouraged the committee to vote.

Adjournment

Theresa adjourned the meeting at 4:57 pm.