



DASB FINANCE COMMITTEE MINUTES

Monday, June 11th, 2018

3:30 pm

Student Council Chambers

Chair: Raynard Darmadi

Contact: rere.darmadi@yahoo.com

Call to Order

Raynard called the meeting to order at 3:34 pm.

Roll Call

2018-06-11 Attendance		Yes: 4	No: 0	Abs: 0
1	N/A			
2	Allison			
3	Ian			
4	Khaled			
5	Salih			
6	Raynard			
7				
8				

Approval of Minutes

- June 4th, 2018
- **Allison moved to approve the minutes from June 4th, 2018**
 - **Seconded by Ian**
 - **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. INFORMATION/DISCUSSION/ACTION – URGENT ITEM

Title: Student Computer Donation Program Line Item Transfer

This item is to approve a line item transfer for account 41-56780 (Student Computer Donation Program) of \$1,500 from Object Code 2310 (Student Payroll) to Object Code 4010 (Supplies).

Presenter: Joseph Lipsig

Time: 15 minutes

- Joseph presented, the Student computer donation program is requesting to do a line item transfer.
 - Discussion occurred. Joseph explained they mostly have volunteers working for them and one mentor who is paid by the hour which is why they have an excess in student payroll.
- **Allison moved to approve a line item transfer for account 41-56780 (Student Computer Donation Program) of \$1,500 from Object Code 2310 (Student Payroll) to Object Code 4010 (Supplies).**
 - **Seconded by Ian**
 - **No objections**

Allison moved to approve a line item transfer for account 41-56780 (Student Computer Donation Program) of \$1,500 from Object Code 2310 (Student Payroll) to Object Code 4010 (Supplies).

The screenshot shows a voting interface for the motion. At the top, the title "Student Computer Donation Program Line Item Transfer" is displayed. To the right of the title are three buttons: "Yes: 4" (green), "No: 0" (red), and "Abs: 0" (yellow). Below the title, a list of names is shown, each with a number next to it. The names are: 1 N/A, 2 Allison, 3 Ian, 4 Khaled, 5 SaliH, 6 Raynard, 7, and 8. The numbers 2, 3, 4, and 6 are highlighted in green, indicating that these individuals voted "Yes".

Motion passed 4 Yes – 0 No

2. INFORMATION/DISCUSSION/ACTION – URGENT ITEM

Title: Equity Office Line Item Transfer

This item is to approve a line item transfer for account 41-56390 (Equity Office) of \$1,000 from Object Code 2310 (Student Payroll) to Object Code 5214 (Technical and Professional Services).

Presenter: Adriana Garcia

Time: 15 minutes

- Adriana presented, she explained the line item transfer will be to cover the costs for speakers and performers at the Equity Celebration.
 - Discussion occurred. The committee asked for a break down on how the funds will be used. Adriana explained they will have about five performers at the event who will cost approximately \$400-600 each which will total to more than \$1,200 which is the current amount in Technical and Professional Services.
- **Raynard moved to amend the amount to \$600**
 - **Seconded by Khaled**
 - **No objections**

Roll call vote to amend the amount to \$600

Amend Equity Office Line Item Transfer to \$600

Yes: 4 No: 0 Abs: 0

1 N/A
2 Allison
3 Ian
4 Khaled
5 Salih
6 Raynard
7
8

Motion passed 4 Yes – 0 No

- Allison moved to approve a line item transfer for account 41-56390 (Equity Office) of \$600 from Object Code 2310 (Student Payroll) to Object Code 5214 (Technical and Professional Services).
 - Seconded by Khaled
 - No objections

Roll call vote to approve a line item transfer for account 41-56390 (Equity Office) of \$600 from Object Code 2310 (Student Payroll) to Object Code 5214 (Technical and Professional Services).

The screenshot shows a voting interface with a dark background. At the top, there is a title bar that reads "Approve Equity Office Line Item Transfer". To the right of the title bar are three buttons: a green button labeled "Yes: 4", a red button labeled "No: 0", and a yellow button labeled "Abs: 0". Below the title bar, there is a list of names with corresponding numbers, indicating the roll call vote. The names and their numbers are: 1 N/A, 2 Allison, 3 Ian, 4 Khaled, 5 Salih, 6 Raynard, 7, and 8. The numbers 2, 3, 4, and 6 are highlighted in green, indicating that these individuals voted "Yes".

Motion passed 4 Yes – 0 No

3. INFORMATION/DISCUSSION/ACTION – URGENT ITEM

Title: Gender and Sexuality Center Line Item Transfers

This item is to approve a line item transfer for account 41-56370 (Gender and Sexuality Center) of \$274 from Object Code 1430 (Certificated Salary Hourly Non-Instructional) to Object Code 4010 (Supplies) and of \$4,000 from Object Code 2310 (Student Payroll) to Object Code 5214 (Technical and Professional Services).

Presenter: Adriana Garcia

Time: 15 minutes

- Adriana presented. She explained the funds from the line item transfer will go to the Lavender Graduation and the Pride Ball. The funds will be used for purchasing decoration. They will go towards funding
 - Discussion occurred. Adriana explained the reason behind the excess in student payroll is due to fewer interns this year. Usually they have approximately \$500 left at the end of year.

- **Allison moved to approve a line item transfer for account 41-56370 (Gender and Sexuality Center) of \$274 from Object Code 1430 (Certificated Salary Hourly Non-Instructional) to Object Code 4010 (Supplies) and of \$2,000 from Object Code 2310 (Student Payroll) to Object Code 5214 (Technical and Professional Services)**
 - **Seconded by Ian**
 - **No objections**

Roll call vote to approve a line item transfer for account 41-56370 (Gender and Sexuality Center) of \$274 from Object Code 1430 (Certificated Salary Hourly Non-Instructional) to Object Code 4010 (Supplies) and of \$2,000 from Object Code 2310 (Student Payroll) to Object Code 5214 (Technical and Professional Services)

Approve Line Item Transfer of \$2,000 and \$274 to Gender ar Yes: 3 No: 1 Abs: 0

1 N/A
2 Allison
3 Ian
4 Khaled
5 Salih
6 Raynard
7
8

Motion passed 3 Yes – 1 No

4. INFORMATION/DISCUSSION/ACTION – URGENT ITEM

Title: Outreach Line Item Transfer

This item is to approve a line item transfer for account 41-56650 (Outreach) of \$4,000 from Object Code 2310 (Student Payroll) to Object Code 4010 (Supplies).

Presenter: Rob Mieso

Time: 15 minutes

- Erick, counselor of Outreach, presented on behalf of Rob. The line item transfer funds will be used to purchasing more supplies which will be handed out to students and parents to promote De Anza. He explained they have attended 280 events so far this year.
 - Discussion occurred. Examples of the supplies are bags, folders and enrollment information etc. He explained how the events work too, they help high school students with their college applications, and they have workshops about going to college and more.
- **Khaled moved to approve a line item transfer for account 41-56650 (Outreach) of \$4,000 from Object Code 2310 (Student Payroll) to Object Code 4010 (Supplies).**
 - **Seconded by Raynard**
 - **No objections**

Roll call vote to approve a line item transfer for account 41-56650 (Outreach) of \$4,000 from Object Code 2310 (Student Payroll) to Object Code 4010 (Supplies).

The screenshot shows a voting interface for the motion: "Approve a \$4,000 Line Item Transfer to Outreach". At the top, there are three buttons: a green "Yes: 4" button, a red "No: 0" button, and a yellow "Abs: 0" button. Below the buttons is a list of names with corresponding colored boxes indicating their vote: 1 N/A (white), 2 Allison (green), 3 Ian (green), 4 Khaled (green), 5 Salih (green), 6 Raynard (green), 7 (white), and 8 (white).

Motion passed 4 Yes – 0 No

5. INFORMATION/DISCUSSION/ACTION – URGENT ITEM

Title: CCCSAA Student Leadership Conference

This item is to approve a funding request of up to \$5,000 from 2018-2019 Fund 46 Special Allocations to send six students and one advisor to the CCCSAA Student Leadership Conference.

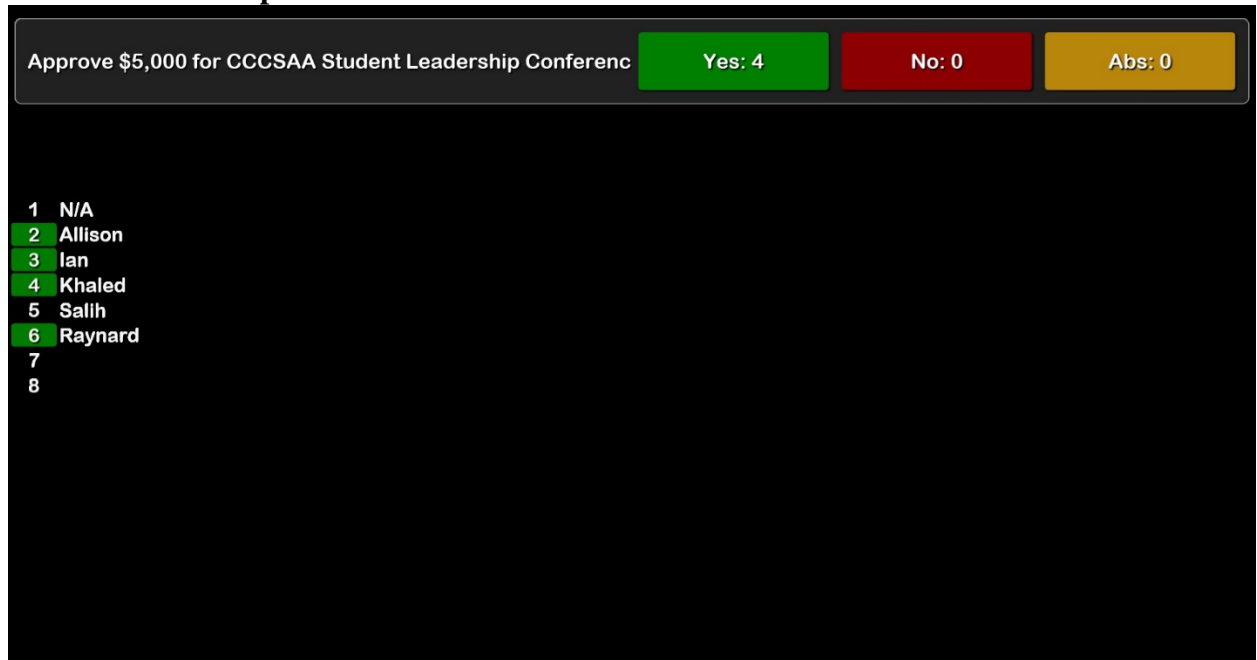
Presenter: Hyon Chu Yi-Baker

Time: 15 minutes

- Dennis presented on behalf of Hyon Chu. The funding request is to fund up to \$5,000 to send six students and one advisor to the CCCSAA Student Leadership Conference in Los Angeles on October 19-21. Dennis presented the schedule from last year's CCCSAA Student Leadership Conference which was in San Jose.
 - Discussion occurred. Dennis explained no funds were needed last year as the conference was in San Jose. The funds they had in the training account was enough to send two students and one advisor to the 2017 conference. The committee discussed who will decide who will be attending the conference.

- **Khaled moved to approve a funding request of up to \$5,000 from 2018-2019 Fund 46 Special Allocations to send at least six students and one advisor to the CCCSAA Student Leadership Conference.**
 - **Seconded by Raynard**
 - **No objections**

Roll call vote to approve funding request of up to \$5,000 from 2018-2019 Fund 46 Special Allocations to send at least six students and one advisor to the CCCSAA Student Leadership Conference.



Approve \$5,000 for CCCSAA Student Leadership Conferenc		Yes: 4	No: 0	Abs: 0
1	N/A			
2	Allison	Yes		
3	Ian	Yes		
4	Khaled	Yes		
5	Salih	Yes		
6	Raynard	Yes		
7		Yes		
8		Yes		

Motion passed 4 Yes – 1 No

6. DISCUSSION/ACTION

Title: Review DASB Budget Applications

This item is to review and make changes if any to the 2019-2020 DASB Budget Applications.

Presenter: Dennis Shannakian

Time: 20 minutes

- Dennis opened up for discussion. He informed he made a change in the Announcement letter after last week's discussion. The budget request will now be required to do in word-format. No further amendments were made in the announcement letter. For the budget application forms the committee agreed to remove the income commitment.

Burning Issues

- Lisa pointed out that the student payroll DASB have allocated may have been too high and this is something the Finance committee should have in mind when the budget process starts.
- Lisa reminded that the end of year is coming and asked the committee to submit any remaining items.
- Lisa reminded the Finance committee to answer the survey regarding Student Accounts.
- Krish raised an issue that there was only one intern left at the end of the meeting.
 - Raynard said he will remove some interns for fall quarter.

Announcements/Informational Reports

- Lisa thanked the Finance committee for their work throughout the quarter.
- Raynard thanked the Finance committee for their work.

Adjournment

Raynard adjourned the meeting at 5:07 pm