



AS Finance Council

November 17, 2023 2:30 p.m. Teams Online

Members: Present: Brandon Denny, Chair (AS Business Director), Sargun Handa, Vice Chair (AS President), Madi Gilbert (Central Services Rep), Daniela Rodriguez (ADEI Rep), Gabe Wong (AS Student Senate delegate) **Absent:** Naira Gonzales Aranda (Activities Rep)

Advisor: Raquel Vigil, Assistant Director for Business Services and Planning

Secretary: Cindy Monger, VU Administrative Specialist; Sam Hughes, VU Business Services Program Support

Guests: Chelsea Joefield (ESC Club Advisor & Program Manager)

Brandon Denny, chair, called the meeting to order at 2:34 p.m.

I. Call to Order

II. Introduction of the Council- Members and guests introduced themselves.

III. Revisions to the Agenda

Hughes asked about Black student demands, and if they will remain as a standing agenda item this year. Monger said they may add a broader agenda item as ADEI updates at the end of meetings, but as this meeting is focused on training and a decision hasn't been made, it was not added. Vigil said that the standing agenda item was the result of demands in 2019 that were made and were relevant to have on the agenda in 2020-22. The AS Finance Council met the requests in the funding section, so it doesn't seem as appropriate to have it on the agenda anymore. But Vigil wants to hear from the Black Student Coalition and Black Student Initiatives. Vigil said that they were also a made standing agenda item in order to highlight those demands and ensure that they were at the front of the AS conversation, as they are applicable to everyone in the AS. Handa, reading an email from Wong, said that "I'm currently going through the funds listed in the BSO appendices to see which of these have been properly reallocated/eliminated. The two big ones are the Federal Lobbying trip and the AS Employee Development Fund on the Executive Board website. These are both listed as completed. However, the AS Employee Development Fund is still active as a reserve fund. The smaller funds I'm still in the process of examining". Handa further stated that in the email it was found that the operational funding for the Employee Development Fund ended in 2020. Handa said that Wong was trying to bring this as an info item to the Executive Board and was concerned that the council had listed these demands as complete on our website. Vigil said this would be further explained during the Reserves section of the meeting. This will be discussed further at a later time, as the council did not reach a decision regarding this matter.

IV. Public Forum- there were no comments from the public.

V. Training Items

A. Tour of Teams Site- Monger led a tour of the AS Finance Council Teams pages.

B. Charge and Charter Review- Denny reviewed the charge and charter with proposed changes. The main changes included removing the additional Student Senator and the additional Executive Board member and adding the possibility of two students At-Large.

and having the AS President and the Student Senate President able to delegate if they are unable to attend meetings. Additionally, as the SAIRC has been dissolved, that rep has been removed and the ESC representative has been changed to a higher-level Accessibility, Diversity, Equity, and Inclusion (ADEI) Representative. Also, the large event reserves fund will no longer be handled by Activities Council and will instead requests will be reviewed by Finance Council.

Denny said Finance Council reviews grant proposals that are to be funded from the AS Reserves, which is open to all programs. Finance Council also revises and approves all AS fiscal policies. Finance Council will also oversee and approve the initial AS Operating Budget for this upcoming fiscal year (AS Exec and Senate also approve) and submit it to the S&A Fee Committee. Ideally, the council should meet every other week, but it may change to weekly as to meet budget process needs.

Vigil asked if the AEDI Unit (ESC, SAIRC) can apply for funding from the Large Event Fund. Joefield said, "Good question! If the fund is AS only fund, I am not sure. If it is open to other on campus offices, then I would imagine so!"

Vigil asked, "Do we grandfather in the ESC former SAIRC for the current year? I'm thinking it is a discussion and decision this council can make." Joefield said, "I think it is a conversation that can be brought back to Amy and Langley for further discussion". Vigil said, "For sure, when this council gets busy with work next quarter this will need to be at the top of the list for discussion. When the council looks at the reserves it will become apparent that the Large Event Fund is not for Student Clubs, it's for funded operational organizations, thus the move from the Activities council to this council."

Gabe Wong joined the meeting.

Circling back the Black Student Demands discussion, Wong said he does not have a super strong opinion either way. The Black Student Demands were made by people who are for the most part, not part of the AS anymore, and the council needs to work with the people that are here now to make things better for them. Vigil said that Black student concerns are relevant every day. Regarding the specific demands, she is unsure if demand updates should stay as a standing agenda item currently. But the council can always add agenda items by emailing Denny before a meeting if there is something specific that should be discussed in terms of funding.

- C. Funding Processes- Brandon reviewed the funding processes, which includes the grant proposal form, grant proposal rubric, WIN, and unified funding form.
- D. AS Reserves Overview- Vigil reviewed the AS Reserves policy and showed the reserves section of the current monthly summary report. Vigil said reserves are distributed based on the previous year's unspent, unallocated funds that are available to the AS. Funds are listed in the Distributing procedure in priority order. The operating reserve consists of 10% of the operating budget, which is set aside in the event that there is a catastrophic loss of revenue. The discretionary reserves are funded with residual money from the previous fiscal year, rather than having its own allocation. Vigil explained that the Federal Lobby Trip and other AS Student Employee Development funds were eliminated from the AS Operating Budget in response to Black Student Demands. AS Student Employee Development is now no longer funded in the operating budget by an allocation, but rather, they are funded by discretionary reserves up to \$20,000 if there is money left over after other areas are funded. Vigil said now there is a committee, the

Student Opportunities Council, that oversees all funding requests by employees that would like to receive funds for professional development. In the past, there was not a committee to make decisions about how student employees receive funds.

Monger discussed the Defining AS Reserves document and Distributing AS Reserves document. Changes to Defining AS Reserves include alterations to definitions, and changing the VU Reserve from 15% of the Operating Budget to 5% of the FXXVU budget in section E.

- E. Introduction of Guiding Documents- Denny introduced the council to the Rules of Operation for Finance Council and the Value Statement. Joefield was concerned that if silence is considered an affirmative, it does not account for situations where someone may still thinking about their vote, or they had to step away temporarily. Vigil said the council should relook at this and consider if it has a place still. Wong said making sure everyone's voice is heard in voting is important, and the council could do something similar to a roll call to ensure this happens. Gilbert agreed silence is not affirmative, if it comes down to it, it should be an abstain. But all votes should be considered. Monger said that line has been in the Board Rules that these are based on for over a decade, but it is more designed for in-person meetings as opposed to online when votes are made verbally and it can be hard to tell that each person has responded. Handa agreed that considering silence as affirmative should be taken out since, "we can't assume for people, we can't read their mind". Vigil said, "I advise that the council strike the "Silence in a vote is recognized as voting in the affirmative." Monger said, "Maybe the council can come up with some wording that there is an expectation that each member vote". Denny agreed with Monger and said the council could do a voting procedure where voting goes person by person, or happens in the chat and then whoever hasn't voted will be apparent. The council would then wait for all votes before officially passing something. Vigil said, "The guiding documents should be reviewed and if there are any other revisions to be considered send your ideas to Brandon or be prepared to begin a discussion on the proposed revisions early next quarter".

VI. Information Items

VII. Other Business

- A. Prep for next week: Review documents- AS Reserve Policies, Values, Rules, & Rubric.

Monger reminded the council to put their schedule in Outlook as soon as everyone gets it for next quarter. Wong asked if there will be more meetings this Fall quarter. This will be the only meeting this quarter.

VIII. Adjourn

The meeting was adjourned at 3:49 p.m.