Call to Order
The meeting could not be called to order because there was not quorum.

Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Present</th>
<th>Absent</th>
<th>Late</th>
<th>Left Early</th>
</tr>
</thead>
<tbody>
<tr>
<td>Samuel Akau</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drew Golkar</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Raheleh Kermaani</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foad Mozaffari</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mohammed Shaikh</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allison Smith</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Saba Zariv</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Advisors: Dr. John Cognetta
Guests: Nadine Foster-Mahar, Jennifer Nguyen

Approval of Minutes
Wednesday, November 12, 2003
These Minutes will be up for approval next meeting.

Public Comments

Consent Calendar

Business

The Committee was not permitted to act on any of these items, but discussed the following:

DISCUSSION/ACTION
1. DASB Budget Proposal
   This item is to discuss a proposal for the creation of a DASB Budget policy.
   Presenter: Robin Claasen
   John Scott Stevenson presented this item.
   Discussion occurred.

DISCUSSION/ACTION
2. Capital Request: Computer Scholarship Program
   This item is to present and discuss the Capital request from the Computer Scholarship Program.
   Presenter: Allison Smith
   This item will be presented next week.

DISCUSSION/ACTION
3. Capital Request: Photography Department
   This item is to present and discuss the Capital request from the Photography Department.
DISCUSSION/ACTION
4. Capital Request: Film/TV Department
   This item is to present and discuss the Capital request from the Film/TV Department.
   Presenter: Faham Shaikh
   Faham Shaikh presented this item.
   Discussion occurred.

DISCUSSION/ACTION
5. Capital Request: English Writing Lab
   This item is to present and discuss the Capital request from English Writing Lab.
   Presenter: Raheleh Kermaani
   This item will be presented next week.

Burning Issues
Drew Golkar discussed dates for Budget Review next quarter. Dates set for review are Friday, January 9, 2004 from 8:00 am to 5:00 pm and Saturday, January 10, 2004 meeting at 12:00 pm.

Dr. John Cognetta made an announcement concerning the Board of Trustees meeting.

Announcements/Informational Reports

Adjournment