Call to Order  
Henna called the meeting to order at 10:00 am.

Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Present</th>
<th>Absent</th>
<th>Late</th>
<th>Left Early</th>
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</thead>
<tbody>
<tr>
<td>Stephanie Bellini</td>
<td></td>
<td></td>
<td>X 10:29 am</td>
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<tr>
<td>Nadine Foster-Mahar</td>
<td>X</td>
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<tr>
<td>Amine Hambaba</td>
<td>X</td>
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<tr>
<td>Henna Khan</td>
<td>X</td>
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<tr>
<td>Jane Qi</td>
<td></td>
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<td>X 10:47 am</td>
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</tbody>
</table>

Ex-Officio members:  John Cognetta, Advisor  
Lisa Kirk, Accountant  
Dennis Shannakian, Administrative Assistant  
Guests: Ananya Ashok, Helia Leung, Betty Yu

Approval of Minutes  
Stephanie Bellini moved to approve the minutes of Friday, October 8, 2004.  
Amine Hambaba seconded the motion.  
Motion passed by consensus.

Public Comments  
There were no public comments.

Consent Calendar  
There were no items for the consent calendar.

Business

DISCUSSION/ACTION
1. New Funding  
This item is to discuss and approve an amount requested by Nancy H. Olsen, intercultural studies instructor, of $500 for a guest speaker to present to ICS 5/ARTS 2F classes within the Intercultural Studies Division.  
Presenter: Nancy Olsen  
Nadine Foster-Mahar moved to postpone the agenda item.  
Jane Qi seconded the motion.  
Motion to postpone new funding for Nancy Olsen passed by consensus.

INFORMATION
2. Budget Workshop  
This item is to review details and procedures of the budget process.  
Presenter: John Cognetta  
John Cognetta discussed and reviewed procedures of the budget process, went over DASB Budget Goals and Stipulations.
**Burning Issues**
There were no burning issues.

**Announcements/Informational Reports**
Next meeting:
  Friday, October 22, 10:00 am.

**Adjournment**
Henna Khan adjourned the meeting at 10:50 am.

Submitted by

Queena Deschene
DASB Secretary
Approved Friday, October 22\textsuperscript{nd}, 2004