



DASG FINANCE COMMITTEE MINUTES

Monday, October 18, 2021

4:00 pm

Zoom

Chair: Sharon Utomo

Contact: dasgfinance@fhda.edu

Dennis Shannakian (he/him/his) is inviting you to a scheduled Zoom meeting.

Topic: DASG Finance Committee Fall 2021

Join Zoom Meeting

<https://fhda-edu.zoom.us/j/95221504982?pwd=MVQ1VWlnEVwL3Q4WHB1NFpjZDNvQT09>

Meeting ID: 952 2150 4982

Passcode: 096743

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Call to Order

Sharon U. called the meeting to order at 4:03 pm

Roll Call

	Present	Absent	Excused	Late	Left Early
Sharon U.	x				
Charlaine J.	x				
Nicole H.	x				
Anahi R.	x				

Ivy S.	x				
Fiza S.	x				
Peter T.	x				

Approval of Minutes

- Monday, October 11, 2021
- **Ivy S. moved to approve the minutes from October 11, 2021**
- **Seconded by Anahi R.**
 - **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.

- Dennis addressed Peter's question regarding the hiring of the DASG secretary
- Lisa asked Dennis how to get a price estimate to buy a new printer.

Business Items

1. INFORMATION/DISCUSSION

Title: 2022-2023 Budget Application Questions

This item is to allow for members of the De Anza community to ask questions about the 2022-2023 DASG Budget applications which become available Monday, September 27, 2021 online at <https://www.deanza.edu/dasg/budget/> (applications are due by 4:00 pm Monday, November 1, 2021).

Presenter: Sharon Utomo

Time: 10 minutes

- No members of the De Anza community were present to ask questions.

2. INFORMATION/DISCUSSION

Title: Financial Aid Office Scholarships

This item is for the De Anza Financial Aid Office to give more information and answer any inquiries regarding the scholarship preparation and review processes.

Presenter: De Anza Financial Aid Office

Time: 20 minutes

- The Financial Aid Office was not present.
- Sharon moved to postpone the business item to the next meeting.
 - Seconded by Peter

3. INFORMATION/DISCUSSION

Title: 2022-2023 DASG Budget Application Overview

This item is to give Senators and prospective Interns an information overview of the 2022-2023 DASG Budget Application, including the updated RFI and newly added Data Sheet.

Presenter: Sharon Utomo

Time: 15 minutes

- Sharon U. gave a rundown of the timeline of the budget deliberation process.
- Sharon U. presented the budget application for programs, and explained to the committee the purpose of the RFI and Data Sheet.
- Dennis explained that hourly benefits are added to the student payroll, and must be paid.
- Sharon U. went through and explained each of the questions on the RFI.
- Sharon U. explained the three aspects of the data sheet which are 'Enrolment', 'Student Feedback', 'Funding'.
- Sharon presented the budget application for operational accounts, and clarified that they do not need to fill out the RFI and Data Sheet and have two additional questions (questions 7 and 8)
- Sharon presented the budget application for Athletics.

4. INFORMATION/DISCUSSION/ACTION

Title: 2022-2023 DASG Budget Rubric

This item is to review and approve the 2022-2023 DASG Budget Rubric.

Presenter: Sharon Utomo

Time: 15 minutes

- Sharon U. explained the purpose of the budget rubric which is to determine the order of the programs that will be deliberated on first.
- Sharon U. explained that the budget rubric is in accordance with the budget application and the RFI.
- Peter asked if we can add a question to the rubric asking about programs' plans to return to campus. Dennis mentioned that the application has been sent out on September 27. Sharon added that they can ask this question during the budget interviews.
 - Fiza moved to approve the 2022-2023 DASG budget rubric.
 - Seconded by Peter

Introduction and Approval of Prospective Interns

- Aryayeshu Singh - 1st meeting
- Brandon Smith - 1st meeting
- Isaac Lim - 1st meeting

Burning Issues

Announcements/Informational Reports

- Lisa mentioned that they are still having issues with accounting software migration.

Adjournment

Sharon U. adjourned the meeting at 4:50 pm