

Finance Committee Meeting Minutes of April 12, 2021

- I. CALL TO ORDER at **2:34 PM**
- II. [ROLL CALL](#)
Present: Omer Shakoor, Angelica Vasquez, Tameem Tutakhil
- III. ACTION ITEM - **Approval of the Agenda**
Move to approve the agenda by **O. Shakoor**, second by **A. Vasquez**, motion **PASSES**.
- IV. ACTION ITEM – **Approval of the Minutes of March 25, 2021**
Move to postpone this until the next Finance meeting by **O. Shakoor**, second by **T. Tutakhil**, motion **PASSES**.
- V. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**
No public comment.
- VI. UNFINISHED ITEMS:
No unfinished items.
- VII. NEW BUSINESS ITEMS:
 - A. ACTION ITEM– **Review the Request Forms**
The Finance committee will review the applications for ASI funding requests along with cultural graduation requests and ensure they meet the requirements.
O. Shakoor states that the committee will be reviewing Tenzin Sharzur’s request for CSU East Bay’s Nursing club. I did not deny the request. It was submitted last month and there was confusion on their end for the amount requesting. I believe they were requesting \$2,600.00 which exceeds the \$1,000 limit. I want to ensure that was the case, but when they filled out the funding breakdown, they put the total amount of the event and it confused the professional staff and myself. I was able to have a discussion with Tenzin Sharzur before this meeting and she will be



submitting a new request, narrowing down the amount they need. For professional purposes, we are going to have to deny her request today.

Move to deny Tenzin Sharzur's request on behalf of the CSU East Bay Nursing club by O. Shakoor, second by **T. Tutakhil**.

O. Shakoor states that the committee cannot approve it today because the amount requested did not match the funding request. They are requesting \$700.00 for miscellaneous supplies and flex fund. What confused us was they listed gift basket items for \$2,200.00 \$6,995.80. When we look at the funding breakdown it is not clear as to how much they are requesting from ASI. When I met with Tenzin Sharzur, I told her that if this is the amount you are requesting, please break it down and show us what the money will be going towards. This exceeds the \$1,000.00 per event requested. Instead of only approving a certain amount, I am going to have her submit another application. It is broken down for us and we can see where the money is going. **T. Tutakhil** asks if this is coming from the ASI budget. **O. Shakoor** states that it is coming from the ASI budget. **T. Tutakhil** states that he remembers that ASI is not allowed to fund anything that is a gift.

O. Shakoor states that ASI is not allowed to fund anything that is not open to all students. Seeing that this nursing event is for graduation, it falls into a different category. \$2,250.00 is the amount we can approve per semester, but \$1,000.00 is the maximum request per application. If we scroll down to miscellaneous, it is open to interpretation. Once we look into the cultural graduation funding requests, you will see that we do not fund gifts or stoles for graduates. Seeing that there will not be a physical ceremony being held and everything is virtual, an exception was made for virtual funding to include gifts for this school year. I will need to speak to Erik Pinlac regarding the fairness of this. Gifts are not funded and we should not have to fund gifts for students. **T. Tutakhil** states that when he asked about it last year, he was told that the money needs to be raised. **O. Shakoor** states that Tenzin Sharzur stated that the club has raised money, but the funding request is for the remaining items. Since they are funding a majority of it, I need to find out if ASI can fund the remaining portion. I have a meeting with Erik Pinlac tomorrow to discuss this request. When we vote to deny it, next time, I will have more clarification to move on.

3 Ayes, motion PASSES.



O. Shakoor states that the committee is going to focus on cultural graduation funding requests, since they are time sensitive. The first request is on behalf of the Chicana/Latina graduation celebration happening on May 14th. They will be hiring a videographer and sashes will be provided this time. Out of the \$5,000.00 that cultural clubs can request, \$3,000.00 can be used towards medallions, stoles, and cords, including shipping costs. We will be able to fund their sashes. Their funding request exceeds the \$5,000.00 by \$240.00, we can approve the \$5,000.00 and exclude the \$240.00. They do have \$1,518.00 in their AS account and I am assuming that they will be okay. The total amount to host their cultural commencement is \$5,529.00. I am not sure if they were aware of the amount that can be requested. They do have money in their AS account

Move to approve the request by Stephanie Rojas to approve \$5,000.00 for the Chicana/Latina graduation celebration by **O. Shakoor**, second by **A. Vasquez**.

3 Ayes, motion **PASSES**.

O. Shakoor states that the next request is from Irene Bangi for the Asian Pacific Islander graduation celebration. The total virtual funding breakdown is \$2,814.65. Stoles will be provided for those participating along with mailing cost. This application does not meet the time requirement, but it is ASI's fault. We will be making an exception today since the applications were posted late. The total funding request is for \$4,990.33.

Move to approve Irene Bangi's request for the API graduation celebration for \$4,990.33 by **O. Shakoor**, second by **T. Tutakhil**.

3 Ayes, funding request **APPROVED**.

O. Shakoor states that since there were only two cultural graduation applications received, he is glad that they were approved. We need to act fast because clubs do need to pay their vendors. Martin Le is a part of the Asian Pacific Islander club. The request is for the Pacific Island Recognition ceremony. They will be hosting their annual graduation ceremony. There is API and APIC. API is recognized as a cultural graduation ceremony, but since APIC has not been granted cultural graduation status, they would need to request for club funding. It will be a virtual ceremony. They are requesting for advertising, clothing, speaker, coach fee and flex fund. They will have a keynote speaker and guest of honor to the cost of \$200.00. There will be a cultural dance of \$200.00 and fifteen stoles for \$252.39. They will also have letter patches, stickers, and pins. The gross total is \$2,088.31. This does



exceed the minimum request of \$1,000.00. Before acting on this request, I want to know if there is an exception for APIC since they host this ceremony annually. Their request has been pending for a while and we need to work towards approving it.

Move to approve the amount of \$2,088.31 for the Pacific Islander Recognition ceremony for the Asian Pacific Islander club by **O. Shakoor**, second by **T. Tutakhil**.

O. Shakoor states that since the club has not been given cultural status, they cannot apply for the cultural graduation ceremony, which allocates \$5,000.00. Since cultural graduations are next month, I want to expedite things. They sent their application on the 25th and it meets the thirty day requirement.

3 Ayes, motion **PASSES**, amount **APPROVED**.

O. Shakoor states that last week, the committee moved to postpone Larissa Wright's application because of the funding breakdown, which was a screenshot. Before we check this application, I want to make sure that it was verified by professional staff. I am going to reach out to Larissa Wright in regards to uploading a spreadsheet. We did approve their funding request for another event on May 4th. This event is for a total of \$236.05 and they would be adding to their additional flex because they had shirts approved.

Move to postpone the approval of Larissa Wright's application for the Social Justice Outreach event by **O. Shakoor**, second by **T. Tutakhil**.

O. Shakoor states that additional clarity is needed in order to vote properly on this application. We will take a look at Rachel Brown's request. They filled out the funding form, but sent it to me. They included a screenshot of what will be purchased. They are requesting \$191.00. We approved Rachel Brown's seed funding application for the Networking club. This is for the Networking club and the event is the Celebration event. Six people are going to attend the event and the amount they are requesting is under \$200.00 for miscellaneous supplies. They want to celebrate their first semester on campus and want to show appreciation to members. I will need to mention this request to Erik Pinlac. The budget is a lot for six people and it does not seem like the event is open to all students. They did not include a breakdown of how the items will be distributed to members. I will email my concerns to Rachel Brown.



Move to postpone the approve of Rachel Brown’s request for the Networking club celebration event by **O. Shakoor**, second by **T. Tutakhil**, motion **PASSES**.

O. Shakoor states that the committee will need to review Tenzin Sharzur’s application at the next meeting.

39:13

VIII. SPECIAL REPORTS:
No special reports.

IX. ROUND TABLE REMARKS

O. Shakoor thanks everyone for joining the meeting today. I am glad that we were able to approve the graduation requests, since it is around the corner. I know the semester is about to end and I want to thank you all for being here and helping the students. Without us, it would be difficult to distribute money.

X. ADJOURNMENT at **3:13 PM**

Minutes reviewed by:

VP of Finance/CFO & Chair

Name: Omer Shakoor


-- ASU Finance (May 5, 2021 14:14 PDT)

Minutes approved on:

5-3-2021

Date:

