



## DASG FINANCE COMMITTEE MINUTES

Monday, October 4, 2021

4:00 pm

Zoom

**Chair:** Sharon Utomo

**Contact:** [dasgfinance@fhda.edu](mailto: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=MVQ1VWlnYVwL3Q4WHB1NFpjZDNvQT09>

Meeting ID: 952 2150 4982

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### Call to Order

Sharon U. called the meeting to order at 4:05

### 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, September 27, 2021
  - An amendment to the minutes was suggested by Lisa Kirk to the burning issue.
  - **Fiza moved to approve the amended minutes from September 27, 2021**
  - **Seconded by Anahi**
    - **No Objections**

**Motion passes on consensus**

***Senators present: Sharon U, Charlaïne J, Nicole H, Anahi R, Ivy S, Fiza S, Peter T***

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.*

- No public announcements

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: DASG Scholarships Rubric and Process

*This item is to discuss the development of a DASG Scholarships Rubric for the DASG Academic and Silvia Chalista Memorial Scholarship applications.*

Presenter: Sharon Utomo

Time: 30 minutes

- Sharon U. gave the committee a rundown on the scholarship application process.

- Anahi R. asked if the scholarships are academically based or based on financial need. Sharon answered that they are neither.
- Fiza suggested dividing the scholarships into need-blind and need-based.
- Anahi suggested dividing the scholarships into need-blind and holistic.
- Hyon Chu asked how we can confirm a student's financial needs. Lisa confirmed that student's applications come through the financial aid office where they confirm eligibility first.
- Hyon Chu suggested setting up a meeting with Millie, who works with the Financial Aid office

### 3. INFORMATION/DISCUSSION

Title: Planning for Intern Interviews

*This item is to lay out the structure of the Finance Intern selection process, as well as to choose the date and time for the general interviews.*

Presenter: Sharon Utomo

Time: 15 minutes

- Sharon U. gave the committee a rundown on the intern recruiting process.
- Sharon asked the committee if the interviews should be conducted on 25th October 2021 or 1st November 2021. Fiza suggested interviews should be conducted on 1 November 2021. The committee unanimously agreed.
- Sharon U. asked if the structure of the interview should remain the same or should be changed. The committee agreed to keep the structure the same, but discuss the questions next week.

### 4. INFORMATION/DISCUSSION/ACTION

Title: 2022-2023 DASG Budget Guiding Principles

*This item is to update if necessary and approve the DASG Budget Guiding Principles for 2022-2023.*

Presenter: Sharon Utomo

Time: 15 minutes

- Fiza suggested removing "Fund programs that generate DASB Revenue"
- Fiza suggested a clause to be added relating to online engagement, Sharon suggested that it is already present in the budget rubric.
- Charlaine moved to approve the amended 2022-2023 DASG Budget Guiding Principles
- Peter seconded
  - No objections

### Introduction and Approval of Prospective Interns

- No prospective interns were present.

### Burning Issues

- Lisa mentioned that they are still unable to close the fiscal year. Accounting software is trying to provide assistance with that.

### Announcements/Informational Reports

- No announcements/informational reports.

### Adjournment

Meeting adjourned the meeting at 5:13 pm.