



## DASG FINANCE COMMITTEE MINUTES

Monday, May 24, 2021

4:00 pm

Zoom

**Chair:** Grace Lim

**Contact:** [dasbfinance@fhda.edu](mailto:dasbfinance@fhda.edu)

Dennis Shannakian is inviting you to a scheduled Zoom meeting.

Topic: DASB Finance Committee Meetings for Spring 2021

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### Call to Order

Sharon called the meeting to order at 4:04 pm.

### Roll Call

|            | Present | Absent | Excused | Late | Left Early |
|------------|---------|--------|---------|------|------------|
| Grace L.   | X       |        |         |      |            |
| Jeffrey K. | X       |        |         |      |            |
| Anthony N. | X       |        |         |      |            |
| Katelyn P. | X       |        |         |      |            |

|            |   |  |  |  |  |
|------------|---|--|--|--|--|
| Arushi S.  | X |  |  |  |  |
| Britney T. | X |  |  |  |  |

Senator elects present:

- Sharon Utomo
- Joandra Teja
- Rose Chan
- Nicole Howard
- Ivy Sim
- Fiza Syed
- Alexander Jason

Approval of Minutes

- Monday, May 17, 2021
- **Anthony moved to approve the minutes from May 17, 2021**
  - **Seconded by Britney**
    - **No objections**

**Motion passes on consensus**

***Senators present: Grace L, Jeffrey K, Anthony N, Katelyn P, Arushi S, Britney 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.*

- Kirana asked interns to fill out a form.

Business Items

1. 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

- **Anthony moved to table Business Item #1 to the June 7<sup>th</sup> meeting**
  - **Seconded by Katelyn**
    - **No objections**

**Motion passes on consensus**

***Senators present: Grace L, Jeffrey K, Anthony N, Katelyn P, Arushi S, Britney T***

2. INFORMATION/DISCUSSION/ACTION

Title: DASG Scholarships Rubric and Process

*This item is to discuss the development of a DASG Scholarships Rubric and possibly a process for Finance Committee Senators to evaluate the DASG Academic and Silvia Chalista Memorial Scholarship applications.*

Presenter: Sharon Utomo

Time: 25 minutes

- Sharon opened up the discussion by asking who is in support of having 2 need-based scholarships and 2 need-blind scholarships.
  - Discussion occurred regarding the criteria for the scholarships and how the need-based scholarships would work.

### 3. INFORMATION/DISCUSSION/ACTION

Title: 2022-2023 DASG Budget Rubric

*This item is to discuss and review updates to the DASG Budget Rubric.*

Presenter: Sharon Utomo

Time: 20 minutes

- Sharon opened up the discussion by asking if the grading scale should be 0-4.
  - Discussion occurred regarding the grading scale and what criteria in the budget rubric should be removed or updated.
  - A suggestion was given to create a separate form in the budget application to assess program performance and the committee discussed how it would work.

## Introduction and Approval of Prospective Interns

### Burning Issues

- Grace announced the last Finance meeting is on June 7<sup>th</sup> and there will not be a Finance meeting next week.

### Announcements/Informational Reports

- Lisa announced she sent out a year end close memo to all budget administrators and reminded everyone they have until next Tuesday to request line-item transfers. She also thanked the committee for the work they've done.
- Jeffrey announced the housing taskforce is looking for a student representative and asked anyone interested to reach out.

### Adjournment

Sharon adjourned the meeting at 5:15 pm.