



DASG FINANCE COMMITTEE MINUTES

Monday, February 28, 2022

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 Winter 2022

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

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Call to Order

⇒ Sharon U calls this meeting to order at 4:08 pm.

Roll Call

Name	Present	Absent	Excused	Late	Left Early
Sharon U.	X				
Anahi R.			X		

Ivy S.				X	
Fiza S.	X				
Peter T.	X				
Isaac L.	X				
Alexander Jason T				X	
Mohamed E.		X			
Arayeysu S.	X				
Ananda D.	X				

Approval of Minutes

- ⇒ Fiza S: I move to approve the meeting minutes from February 14, 2022.
- ⇒ Seconded by Peter T. No objections

Public Comments

Please Note: This segment of the meeting is reserved for members of the public to address the DASG Senate on any matter of concern that is within the legislative jurisdiction of the Board. A time limit of two (2) minutes per speaker shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The DASG Senate may briefly respond to statements made or questions posed. (California Government Code §54954.3).

- ⇒ Sharon U: Myself and a prospective intern got the wrong finance meeting Zoom link on the DASG website which should be updated with the current zoom link.

Business Items

1. DISCUSSION/ACTION

Title: 2022-2023 DASG Budget Stipulations

This item is to discuss and approve the 2022-2023 DASG Budget Stipulations.

Presenter: Sharon Utomo

Time: 10 minutes

- ⇒ Alexander Jason T: I move to approve the 2022-23 DASG Budget Stipulations.
- ⇒ Seconded by Fiza S. No objections.

2. INFORMATION/DISCUSSION

Title: Budget Deliberations Debrief

This item is for the committee to debrief on the whole budget development process, including both the Finance and Senate budget deliberations.

Presenter: Sharon Utomo

Time: 25 minutes

- ⇒ Sharon U: Deliberations went a lot faster than I thought it would. Improve on communication and start the interview process a little earlier in the quarter. Also would be great if there wouldn't be a high turnover of senators, just so we could keep the consistency of who is assigned to which program.
- ⇒ Fiza S: Not a lot of budgeters replied for interviews, so I feel like that made the process harder without that much information. We were depending a lot on previous year's funding, which I feel like that was wrong because budget guidelines say we don't fund based on historic trends. Lot more operational costs and classified payroll. Question for next year, do we want to continue supporting these high-cost programs?
- ⇒ Peter T: I don't think there's much room for improvement because we try to allocate funding as best, we can.
- ⇒ Alexander Jason T: Heated debate between the SSRS vs the SSC, tough decision to make, but we did a good job by making good considerations and budget deliberations.
- ⇒ Cynthia L: Senators seemed to be learning about budget deliberation during the discussions.
- ⇒ Ananda D: Communications, starting process earlier, we didn't get to interview a lot of people who needed to be interviewed
- ⇒ Isaac L: The budget deliberations were smooth and happened systematically. Communications can be improved; discussions can be more fruitful.
- ⇒ Ivy S: Before interview, more information. I just read the RFI and went to the interview. Senators can have more understanding before they put into an interview.
- ⇒ Aryayeshu S: Make it more engaging, look past numbers, rushed, stretch it out a little instead of having fewer longer sessions so that everybody has a better idea of
- ⇒ Lisa K: Every year is a challenge, cost go up each year because classified employees are contract employees, pay increases in pay scale. Cost of living adjustments. Student salaries have gone up significantly in the past several years. DASG need to figure out what is critical for keeping their own operations running since senate wants to allocate as much as they can to programs.
- ⇒ Dennis S: Discussion less, not as many cuts and additions. Committee did all research they could. Senators, difficult for them to judge everything with the same level of clarity and objectivity as the Finance committee.
- ⇒ Hyon Chu Yi-B: We are a business, so we need to pay the operational overhead costs. Decided to separate operational costs, so that the senators can see what it costs to operate. The amount of work to keep things afloat is why we were recommending earlier to hire a full-time professional position to support the DASG.

3. INFORMATION/DISCUSSION

Title: DASG Finance Code Updates

This item is to brainstorm possible updates to the Finance Code.

Presenter: Sharon Utomo

Time: 20 minutes

- ⇒ Dennis S: Section 1, Article 1 A-3, 4 eliminate cap of “but no more than 5 additional DASG senators”, “During Budget Deliberations 2 more DASG Senators may be added” Just have a minimum of senators and no caps.
- ⇒ Alexander Jason T: Grammar check: change Section 2-A requesting funding to “requesting funds”.
- ⇒ Dennis S: change Section 2-D, from (“to include Budget Stipulations” to “including Budget Stipulations”
- ⇒ Alexander Jason T: Section 4-A change “Process” to “review”.
- ⇒ Sharon U: “Senators on the finance committee should be on the college and district budget and planning” . Last year, Grace suggested this with broader working, because we weren’t sure if they were going to merge with the shared governance task force or change the entire shared governance hierarchy.
- ⇒ Dennis S: I think it is fine if we make sure that next year’s committee knows about Article 2, section 1 and 2. Section 2 and the budget calendar was revised extensively last year. Eliminate Section 2-A because elimination of caps on finance senators. 2-C from “the general student body” to “all De Anza College students”
- ⇒ Sharon U: Section 3: make all “Line Item Transfers” uniform with capitalization in the beginning. Section 4: “Budget Transfers” uniform with capitalization.
- ⇒ Fiza S: Is it 51% or 2/3 majority to pass decisions?
- ⇒ Dennis S: It depends on the specific motion. Budget deliberation is 2/3 majority vote.
- ⇒ Dennis S: Section 5-B, add Fund 44.
- ⇒ Lisa K: add “for consideration” at end of Section 2-B to clarify that special allocations funds will not always be recommended to the Senate. Article 3, Section 3: replace “requisitions” with “expenditures”.
- ⇒ Sharon U: Section 4-A6, replace “the student body” with “DASG Constituents”.

Introduction and Approval of Prospective Interns

- ⇒ Gavin (Jiarong Guo), 1st Finance Meeting
- ⇒ Aditi Sharma. First Finance meeting, third DASG meeting. Candidate for next year.

Public Comments

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- ⇒ Lisa K: A while ago, I told the committee we were having issues with our test environment when moving to our web-based version of our accounting software. We finally got the issues resolved in the test environment where we were ready to go live last week. Unfortunately, there are some things in the live environment that are not functioning properly; while we are working on it, we are unable to process checks so we

are not sure when this will be resolved. There are 2 separate accounting systems, one is ours, another is a third-party software for fraud prevention measure. Bottom line is we are not fully operational, and it is not going as smoothly as I had hoped but hopefully this problem will be resolved very soon.

Adjournment

⇒ Sharon U adjourned this meeting at 5:15 PM.

Upcoming Events