**BUDGET COMMISSION**

**Associated Students of Foothill College**

**Tuesday, October 9, 2012**

**1:00 pm Campus Council Chambers (2018)**

**Minutes**

##### I. Call to Order and Roll Call

 This meeting of Budget Commission was called to order on Tuesday, October 9, 2012 at 2:05pm in the Council Chambers at Foothill College with Marcel Samudra serving as a Chair, Daphne Small serving as advisor, and Liz Wright serving as Secretary.

**Present:**

 Marcel Samudra **VP of Finance**

 Liz Wright **ASFC Secretary**

 Joseline Diaz **ASFC President**

 Yanitsa Mihaylova **Business Operations Specialist**

 Jason Rusli **Budget Analyst**

 Sina Saeedi **Budget Analyst**

 Hrant Mirijanyan **Budget Analyst**

 Pat Hyland **Dean of Student Affairs**

 Sirisha Pingali **ASFC Accountant**

 Daphne Small **Director of Student Activities**

###### II. Approval of Agenda and Minutes

2.1 Approval of Minutes for October 2, 2012

Minutes for October 2, 2012 were approved by general consent.

**III. Open Forum**

None

**IV. Appointments and Resignation (*2 minute per line application or Resignation)***

 4.1 Appointment(s)

 None

 4.2 Resignation(s)

 None

**V. Old Business**

######  None

##### VI. New Business

 6.1 Fund Request: Lunch n’Learn

 -The Career Center will no longer be able to provide the service of the Career Development

 Conference. They request that they be able to use $750 of the $2,000 that we were rewarded for a

 Lunch n’Learn Program (and return the remaining $1,250).

 (Diaz, Saeedi) Moved to approve the alternate use of funds for the Career Network and Conference.

**Motion Adopted.**

 6.2 Movie Ticket Augmentation

 -We have a balance of -$10,012.50 for our movie ticket account. We have extra movie tickets left

 over from the last fiscal year and we will be moving them over to this fiscal year. The expense will be

 paid for once the tickets are sold.

 (Mihaylova, Diaz) Moved to augment the movie tickets coming out of SP16.

**Motion Adopted.**

 6.3 Fund Request: Student Account’s copy machine

 -The students working in the Student Account’s office uses the copy machine on a daily basis.

 (Diaz, Saeedi) Moved to allocate up to $400 for the Student Account’s copy machine coming from

 SP03.

**Motion Adopted.**

 6.4 ASFC Mission Based Budgeting Guidelines 2013-2014

 -Pat suggested creating goals/mission specifically focused with our budget. An example would be

 developing our spending priorities. We still answer to ASFC so we would need to find out ASFC’s

 spending priorities.

 -Possibility of delegating specific goals to different boards of ASFC to go over?

 -Possible mission for budget commission 2013-2014: Mission of the ASFC budget commission is to

 maintain the integrity of the ASFC budget and budget process by determining the best use of ASFC

 funds in accordance and alignment with ASFC goals.

 -Ask ASFC what their mission/goals are for 2013-2014. We’ll have them approve the mission/goals

 on October 18, 2012.

 6.5 Budget Request form 2013-2014

 -Rephrasing on the form: “Permanent employee who will be responsible for maintaining the fund(s)”

 and “…full or part time faculty, staff, or administrator of the FHDA district…”

 (Rusli, Mihaylova) Moved to approve the budget and fund request form as amended.

**Motion Adopted.**

 6.6 ASFC Budget Timeline

 -Will move to next week.

**VII. Reports**

 7.1 Student Account Augmentation(s)/Report

 (Diaz, Mirijanyan) Moved to move $306.09 from SP24 to SP16.

**Motion Adopted.**

**VIII. Announcements**

 None

**IX. Budget Rally**

**X. Adjournment**

 Meeting adjourned at 3:06pm.

Prepared by,

Liz Wright

ASFC Secretary

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