

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
FINANCE COMMITTEE MEETING
APRIL 11, 2019
MINUTES**

I. Call to Order

The meeting was called to order by Committee Chair, Jesus Suarez at 12:15 pm.

II. Roll Call

Present	Absent	Staff/Guests
Sharon Eichten Associate VP, Budget Planning & Management (voting)	Paolo Aiello Student Committee Member (voting)	
Joe Illuminate Executive Secretary (non-voting)	Debra Hammond Executive Director (non-voting)	
Michael Meneses Student Committee Member (voting)	Dr. Shelley Ruelas-Bischoff Student Affairs Representative (voting)	
Asima Rahman Committee Co-Chair (voting)	Joel Castellanos Student Committee Member (voting)	
Jesus Suarez Committee Chair (voting)		

Michael Meneses arrived at 12:21 pm. Asima Rahman left at 12:50 p.m.

III. Icebreaker

None

IV. Approval of Agenda

M/S/P (M. Meneses/A. Rahman) Motion to approve the agenda for April 11, 2019.

Main Motion passes by general consensus

V. Approval of Minutes

M/S/P (A. Rahman/M. Meneses) Motion to approve the minutes for March 28, 2019.

Main Motion passes by general consensus

VI. Chair's Report

None

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VII. Action Items

A. Donations & Gift Policy

M/S/P (M. Meneses/A. Rahman) Motion to approve the Donations & Gift Policy as presented effective July 01, 2019.

Chair, Jesus Suarez, pointed out the revisions made to the procedure and the BOD Gift Program Application and Accountability forms are listed in the minutes from the March 28, 2019 Finance Committee meeting.

Motion passes 3-0-0

B. Committee Member of the Year

M/S/P (M. Meneses/S. Eichten) Motion to approve the selected Finance Committee nominee for the BOD Committee Member of the Year Award.

The committee was not able vote on this action item because there was no longer quorum at this point in the meeting. However, it was the consensus of the committee not to put forth a nominee to the Board for consideration because there was no one outstanding individual who went above and beyond what a committee member is expected to do.

VIII. Discussion Items

A. Campus Budget Presentation

Sharon Eichten, Associate Vice President, Budget Planning & Management, gave a PowerPoint presentation on the fundamentals of the campus budget process.

The Agenda included an Introduction, the State and CSU Budget Process, CSUN Budget Planning, and Budget Planning Challenges. The Learning Outcomes for the presentation were to provide committee members a better understanding of both the USU and campus budget process and explain the different “colors of money” on campus: distinguishing between the various types of revenues and their uses.

IX. Announcements

Chair, Jesus Suarez, stated that the Annual Budget Meeting will take place on May 09, 2019. He reminded committee members that this meeting usually lasts two to three hours and it is very important that everyone be in attendance. Since this is a longer than usual meeting, lunch will be provided.

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X. Adjournment

Committee Chair, Jesus Suarez adjourned the meeting at 1:30 pm.

Respectfully submitted by,

Joseph Illuminate
Associate Director, USU Accounting & Finance