

Committee on Budget and Finance

Senate of the Associated Students, 86th Session

Minutes for Friday, April 27, 2018 at 4:00 p.m.

Joe Crowley Student Union – Presidents Conference Room

1. **CALL MEETING TO ORDER**

Senator Grant called the meeting for the Committee on Budget and Finance to order at 4:00 pm in the Joe Crowley Student Union in the Presidents Conference Room. Presiding Secretary, Joshua Gilmore.

2. **ROLL CALL**

Senator Burton, Senator Feil, Senator Grant, Senator Green, Senator Hughes, Senator Loveland, Senator Sewell, and Senator Yeghiayan were present.

3. **PUBLIC COMMENT**

There was no public comment at this time.

4. **MINUTES**

There are no minutes to be heard at this time.

5. **OLD BUSINESS**

There is no old business to be discussed at this time.

6. **NEW BUSINESS**

a. **Election of a Vice Chair**

Senator Grant said the duties of the Vice Chair include but are limited to assuming responsibilities of the chair, drafting minutes in the absence of a secretary, and performing duties that the chair would do if the chair was not present. Senator Grant opened the nominations for Vice Chair of the Committee on Budget and Finance.

Senator Green nominated senator Hudson.

Senator Hudson accepted the nomination.

Senator Feil nominated Senator Burton.

Senator Burton accepted the nomination.

Senator Grant said nominations are now closed. Candidates are asked to leave the room when other candidates are speaking, but are not required.

Senator Burton left the room at 4:03

Posted at or before 9:00am on the third business day before the meeting.
Posted at the ASUN Offices in the Joe Crowley Student Union, Frandsen Humanities Building, the Ansari Business Building, Mathewson- IGT Knowledge Center, and online at www.nevadaasun.com.

If you would like a copy of any of the agenda items listed, please contact Senator Grant at senatorgrant@asun.unr.edu.



Senator Hudson said this was unexpected. Senator Hudson said she believes that this could be fun and doable since she's not a chair or vice chair for any other committee. She is a business major.

Senator Feil asked if in the absence of the chair, will she be able to post agendas, run the meetings, and fill the role of the chair.

Senator Hudson said yes, she feels confident in doing that because attending senate has made her confident in running a meeting.

Senator Yeghiayan asked if there were any other conflicts that may get in the way of her doing her duties.

Senator Hudson said she doesn't believe so. She is not a chair or vice chair in any other committees and therefore will be able to dedicate her time to this committee.

Senator Hudson left the room at 4:05 pm
Senator Burton entered the room at 4:05 pm

Senator Burton said in the past, for other organizations, he has stepped in to take minutes. He has working knowledge of finance and accounting functions. He also has experience assisting secretaries and that documentation is in order. He looks forward to working with Senator Grant on drafting agendas, posting them, and ensuring he is held accountable for his duty.

Senator Hughes said he mentioned he had business and finance experience. Where was this from.

Senator Burton said this was from classes, and from working with the treasurer of another organization to go over issues, double checking line items, and ensuring they were using money efficiently.

Senator Feil asked if in the absence of the chair, does he feel like he'll be able to post agendas and agendize.

Senator Burton said yes, absolutely. He will make sure he has communication open between Senator Grant and himself and will make sure they're on the same page about things. He will make sure he can run meetings efficiently and have a working knowledge of Robert's rule.

Senator Burton left the room at 4:07

Senator Grant moved the meeting into open discussion about the candidates.

Senator Green said he thinks that both candidates would do a good job in the position, but that Senator Burton with his experience, working with the treasurer and his knowledge of Robert's rules makes him a lot more qualified.

Senator Hughes said she thinks a very important aspect of vice chair is to be able to work well with the chair and a diligent member, and because of that both candidates are qualified.

Senator Grant said Senator Burton received the majority of the vote.

Senator Green moved to approve the nomination of Senator Burton as vice chair for the committee on budget and finance.

Seconded by Senator Loveland

Motion Carried; Senator Burton is now the vice chair of budget and finance.

Senator Burton and Senator Hudson entered the room at 4:11 pm.

b. Committee Goals

Senator Grant said these goals will serve as the foundation of the committee. They are not set in stone and serve to guide the committee in the right direction throughout the year.

Senator Green said first and foremost is to be diligent about the budget. They should be really critical and ask a lot of questions about the budget. Another goal is building relationships with the different departments and meeting with them regularly.

Senator Grant said the account heads of the different departments will be meeting with the committee throughout the semester. He will be assigning each senator to a different account to do financial review summaries to get a better idea how the budget changes, and whatnot.

Senator Burton said he wants the committee work proactively with ASUN directors about potential budgeting constraints in advance. This way if there are potential issues they can see what can be done and to ensure they don't exceed their allotted budget.

Senator Feil said accountability is really important between the committee and the budget, doing financial reviews, and the overall duties of the committee.

Senator Green said another goal is meeting with the director of the Wolfshop and creating a good relationship with them.

Director Grant said he believes they're required to meet with Director Dubey at least once. Director Dubey said that was one of his major issues was bridging the gap between the Wolfshop and ASUN.

Senator Sewell said she has spoken with several clubs and organizations that have said the request for funding form is really complicated to fill out. A workshop to explain the form would be beneficial.

Senator Burton said to further Senator Sewell's goal they need to work with the director of clubs and orgs to ensure that these clubs and organizations clearly know

when those dates are for the funding hearing and what they're capable of doing at the meeting.

Senator Loveland said its important to have a sense of transparency since it is the student's money that is being allocated into different organizations. If possible if a student asked where the money is put, we should be able to describe to them and show them that.

Senator Grant said in his speech for chair position, he said that he would create a simplified budget, which essentially puts the budget into very simple terms for students and for the committee. Once the budget is approved he'll get started on that.

Senator Burton said a quick idea he came up with was talking to Inkblot to create an infographic that makes the budget look attractive.

Senator Hughes said she knows that there was a simplified budget, but asked if there was an in depth budget. Just knowing how much money a certain department receives loses a lot of information.

Senator Grant said there is an in depth budget that they will see on Tuesday that states every single line thing, and President Jackson will present that to the committee.

Senator Hughes asked if that was accessible to the public.

Senator Grant said it is posted on the ASUN website and if they create the simplified budget, it'll also be on there.

Senator Burton said back to the infographic. They can also work with Director of IT, Raul, and give finance its own page on the website. It could have drop down menus that could expand on certain line items that would make it easier for students to access if the infographic wouldn't work.

7. PUBLIC COMMENT

Director Rodriguez said that if you go to the ASUN website and click on budget, that's where they are available. We used to do the simplified budget. If you click on the simplified budget it breaks down in terms of student engagement, student services, student government, and wages. One thing that she loves about this government is actually very little money is dedicated to this government. You often hear about government spending all this money. This is not the case. Your government actually allocates money towards programs and services that serve the university.

Senator Hughes asked where the line item budget is.

Director Rodriguez said President Jackson will submit something similar to what's shown on the screen. It will be the same budget, but broken down by line item. The biggest chunk of what they get is in general operations and she's breaking it down for the committee. What are they possibly going to spend \$196,000 on, right?

Senator Hughes asked if in previous years, was this available online.

Director Rodriguez said this is standard that's given to the budget and finance committee.

Senator Hughes asked if it was available for the public, like if somebody from the college of business wanted to see the expenses, could they look at them.

Director Rodriguez said those aren't the expenses, they are just projected numbers. When the committee does their financial reviews. Everybody that Senator Grant brings in will provide their actual expenses. You won't actually see expenditures until they're actually spent, everything that you write is just proposed.

Senator Sewell asked but you're able to post the discussion on that?

Director Rodriguez said sure, remember that you're subject to Nevada Open Meeting law. The Programming board is actually unable to spend money for, say Opening Week activities, until they post a proposed budgets. So, the budget is actually out there, it's just in pieces.

Senator Grant said the proposed budget is online and in his next agenda and is out there for the public. When they do get to doing financial reviews, he plans on having them posted to the website. Integrity and transparency go hand in hand with each other, especially for this committee.

Senator Burton said he plans on presenting the committee with the budget, in advance to the meetings, including supplemental documents with that.

Senator Grant said he posted the agenda for the meeting on Tuesday. As far as the justifications go for the line items, President Jackson posted those on Nevadabox. He strongly encourages committee members to look at the budget posted in order to have a sense of the budget and have a good discussion. The committee doesn't have to approve the budget on Tuesday, they can table it until Thursday.

Senator Hudson asked if it has to be approved by unanimous consent.

Senator Green said simple majority.

Director Rodriguez asked if they posted the justifications on the box.

President Jackson said no.

Director Rodriguez said that Amy is adding data still. There's a ton of information in those justifications and will be uploaded, at the latest, by Saturday morning. They're going to upload justifications as soon as possible.

Senator Grant said it might be confusing at first but President Jackson will come and explain everything.

8. **ADJOURNMENT**

The meeting was adjourned 4:25 pm.

NOTES

Unless otherwise marked by an asterisk, all items are action items upon which the Senate may take action. ASUN supports providing equal access to all programs for people with disabilities. Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting