I. Call to Order

II. Roll Call

III. Approval of Agenda #9 dated November 2, 2015 – Action Item

IV. Chair's Report

V. Approval of Minutes

A. Approval of Minutes #8 dated October 19, 2015 – Action Item

VI. Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

Every A. S. Council agenda for regular meetings shall provide an opportunity for members of the public to directly address the A. S. Council on any item affecting higher education at the campus or statewide level, provided that no action shall be taken on any item not appearing on the agenda. However, Council may briefly respond to statements made or questions posed by a person exercising his or her public testimony rights, may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A.S. Council may also provide a reference to resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or request that a matter of business be placed on a future agenda.

Persons recognized by the Chair should first identify themselves by name. Time limits will be established by the Chair depending on the number of people wishing to speak and the length of the Agenda. The maximum amount of time per speaker shall not exceed 10 minutes. Public comments regarding items on the agenda will be taken prior to each agenda item.

VII. Appointments to Committees and Council

A. A. S. President
B. A. S. Administrative Vice President
C. A. S. Legislative Vice President
D. A. S. Student Affairs Vice President

VIII. General Council Work Session

IX. Old Business

A. Resolution 2015-16-1: An Act to Amend the Associated Students Government Code 6.03: Bystander Intervention Training – First Reading
The resolution would change the A.S. Government Code to require A.S. Council members to undertake one bystander intervention training prior to receiving all stipends for the academic year.

X. Official Reports (10 minute limit each speaker, additional time at discretion of Chair)

A. Committee Reports from Students-at-Large (This is a time for students appointed to committees/boards to give a report to Council.)
B. President (Juan Cervantes)
C. Administrative Affairs Vice President (Alexis Hernandez)

Board of Finance Report – October 26, 2015

1. Request to Change the Publication Date for the Cultural Times – Information Item
   Amy Westmoreland, MultiCultural Center Director, requests the publication date for the Cultural Times be changed from Monday, December 7, 2015 (per paragraph 10 of the Associated Students State University 2015-16 Budget Policies and Procedure) to a different date during the first week of the 2015-16 Spring Semester.

2. Reserve Policy, Fund Designation and Procedure for Expenditure – Action Item
   The A.S. Reserve Policy and Fund Designation provides guidelines for basis of the annual review of the A.S. fiscal viability, and to provide the Council and General Manager sufficient funds to address contingencies, emergencies and budgetary impact and at the same time to have adequate working capital to maintain programs, services, facilities, finance non-routine replacement, meet the needs of future growth, and other priorities that the A.S. Council may have that falls within the Mission of the Associated Students. Changes are indicated by utilizing strike-through and underlined print.

3. Review and Approval of Associated Students 2014/2015 Comparison of Budget to Actual – Action Item
   As per AS Fiscal Code 9.01 the Board shall review and recommend approval of the annual comparison of budget to actual program budget details. The Comparison of Budget to Actual details the budgeted revenue and expense of each AS Program.

D. Student Affairs Vice President (Tiana Cannon)
E. Legislative Vice President (Zitlaly Macias)
F. Council Representative Reports
G. External Affairs (Rebecca Ingerson)
H. AS Presents (Jacob Stadtfeld)
I. Vice President for Enrollment Management and Student Affairs (Dr. Peg Blake)
J. General Manager (Joan Tyson)

XI. General Council Discussion (At this time Council members and Executives may follow-up with questions regarding reports.)

XII. New Business

XIII. Announcements

XIV. Adjournment
Call to Order

Zitlaly Macias, Legislative Vice President, called the meeting to order at 3:00 p.m. in the University Center Banquet Room.

Roll Call

Representatives Present: Graciela Chipres, Eamon Daly, Kathryn Guzman, Jordan Jacobs, Jonah Platt, Michael Ramirez, Alexia Siebuhr, Ama Tierney

Representatives Absent: Kathryn Guzman (Excused), Sean Sesanto (Excused)

Officers Present: Juan Cervantes, Tiana Cannon, Alexis Hernandez, Zitlaly Macias

Officers Absent:

Advisors Present: Jacob Stadtfeld, Joan Tyson, Dr. Peg Blake

Advisors Absent: Becca Ingerson (Excused)

Approval of Agenda

MOTION: CERVANTES/CHIPRES move to approve Agenda #8 dated October 19, 2015

Chair’s Report

Macias requested the Council keep their statements clear and concise.

Special Presentation

A. Waste Reduction and Resource Awareness (Shiloh Green)

Shohei Morita and Shiloh Green presented on Waste Reduction and Resource Awareness’s objectives, goals, and current projects. The current projects include the “Kill the Cup,” “Clothing Swap” and “Take Back the Tap.” The Kill the Cup” competition has been going well as they are in second place in the nation.

Approval of Minutes

MOTION: HERNANDEZ/PLATT move to approve Agenda #9 dated October 5, 2015

Public Comments (As per the Gloria Romero Open Meeting Act authorized by Section 89306.)
Mike Wilson, County Supervisor Candidate, discussed why he is running for County Supervisor, issues that may be important to students, and why students should vote.

Mike Kirakosyan, Eric Rofes Queer Resource Center Events Coordinator, discussed “Sexual Health Week” and the “AIDS Quilt” event. Kirakosyan also followed up on his prior public comment during the AS Council meeting on Monday, August 31, 2015, regarding the Student Health Advisory Committee and reported that he has submitted a committee application for the vacancy.

**Appointments to Committees and Council**

**A.S. President (Juan Cervantes)**

MOTION: CERVANTES/HERNANDEZ move to appoint Alexander Springer to the Lobby Corps. APPROVED

MOTION: CERVANTES/HERNANDEZ move to appoint Magdalena Martinez to the International Advisory Committee. APPROVED

MOTION: CERVANTES/CHIPRES move to appoint Jesse Benefiel as the College of Professional Studies Representative. APPROVED

**A.S. Administrative Vice President (Alexis Hernandez)**

No appointments.

**A.S. Legislative Vice President (Zitlaly Macias)**

MOTION: HERNANDEZ/SIEBUHR move to appoint Graciela Chipres to the Board of Finance. APPROVED

**A.S. Student Affairs Vice President (Tiana Cannon)**

MOTION: BENEFIEL/RAMIREZ move to appoint Graciela Chipres to the University Senate. APPROVED

**General Council Work Session**

A. Student Involvement in the Provost Search Committee – Discussion Item (Eamon Daly)

Daly discussed the Provost Search Committee timeline, process, and how final candidates were chosen. Daly noted there were approximately 90 candidates who submitted applications. President Rossbacher will be making a decision from the four candidates recommended by the Provost Search Committee soon.

**Old Business**

**Official Reports (10 minutes limit each speaker, additional time at discretion of Chair)**

President (Juan Cervantes)
Cervantes noted his full written report can be viewed on the Associated Students website.

Executive Committee Report – October 12, 2015

1. Request from the Associated Students President to spend an amount not to exceed $1000.00 for costs associated with a Halloween Event from the AS Government Special Projects Line Item – Information Item

Cervantes discussed the details of the Halloween event which is being co-organized by the Clubs and Activities office.

2. Request from the Associated Students President to spend an amount not to exceed $1000.00 for costs associated with a Veteran’s Appreciation Event from the AS Government Special Projects Line Item – Information Item

Cervantes discussed the details of two veteran events. Cervantes noted one event will be an educational event about veteran issues and the other will be a reception for the veteran community on campus.

3. Associated Students Business Plan and Five-year Budget – Information Item

Cervantes gave Tyson the floor to discuss the item. Tyson discussed the details of the business plan, the five-year budget, and that the AS Executive Committee is working with her to complete it.

Administrative Vice President (Alexis Hernandez)
Discussed the Board of Finance meeting and vacancies. He also met with Cervantes about bridging a bond between the AS Council and the funded AS Programs. Hernandez is planning to go to AS program meetings so he has a better understanding of their issues and concerns.

1. Board of Finance Orientation – Information Item

Hernandez gave the floor to Tyson to discuss the item. Tyson discussed the Board of Finance process, timeline, and budget language.

2. A.S. Board of Finance 2015-16 Standing Rules and Meeting Dates – Information Item

Hernandez reported the Board of Finance has approved the standing rules which establishes how they operate their meetings. The Board of Finance has also approved meeting dates for the remainder of the 2015-16 academic year.

Student Affairs Vice President (Tiana Cannon)
Cannon discussed the “Halloween Con” event, including the types of activities and what clubs will be tabling at the event. Cannon thanked the Executive Board for helping fund it. Cannon also met with Cervantes and discussed outreaching to students and learning about student interests.

Legislative Vice President (Zitlal y Macias)
Macias reported she is looking for a designee for two committees she has been appointed too. Macias is also is attempting to contact the Chair of the Student Health Center Advisory Committee.
Guzman – College of Arts, Humanities and Social Sciences
No report.

Ramirez – College of Arts, Humanities and Social Sciences
Ramirez reported the CAHSS mixer will be on Wednesday, October 21, 2015. Ramirez also reported he was unable to attend a recent Oh Snap! meeting, but is attempting to have them come to an AS Council meeting. Ramirez noted the Indigenous Persons’ Week was a success and went to the Critical, Race, Gender, and Sexuality Department mixer. Ramirez announced the Native American Studies department will have two events coming up this month and will provide more information on the events soon.

Siebuhr – College of Arts, Humanities and Social Sciences
Siebuhr reported she went to the Sexual Assault Prevention committee. During the meeting they discussed Title IX and Check-it. Siebuhr also attended a Women’s Resource Center meeting. Siebuhr announced October is domestic violence awareness month and the “Kink Week” committee is meeting in the Multicultural Center soon.

Benefiel – College of Professional Studies
Benefiel reported Homecoming was a success and thanked Stadtfeld for helping during the event.

Sesanto – College of Natural Resources and Sciences
No Report.

Jacobs – College of Natural Resources and Sciences
Jacobs reported the CNRS mixer will be held in University Center South Lounge on October 29, 2015 from noon to 2:00 p.m.

Tierney – College of Natural Resources and Sciences
Tierney reported that she hopes people can come to the CNRS mixer. Tierney has also been talking to the MultiCultural Center about the Social Justice Summit. Tierney also met with members of “Climate Crisis HSU” regarding issues with the Forestry department. Tierney reminded the Council about the TALX interview on Tuesday, October 20, 2015, at 6 p.m., which would focus on student leadership.

Platt – At Large
Platt reported that the Humboldt State University needs to focus of student rights. Platt also mentioned students need to be awareness of variety of resources for students to help them know their rights about being a citizen, a student, and housing laws. Platt is also considering to apply for the Board of Finance.

Chipres– At Large
Chipres is working on two resolutions and will submit one of them by Friday, October 23, 2015. Chipres also announced the MultiCultural Center is hosting a Dia des Los Mortes event on October 29, 2015 from 5 p.m. to 7 p.m.

Daly – Graduate Representative
Daly reported that he reached out the Film Festival. Daly also attended the AIDS Quilt event in the HSU Library. Daly attended the HSU Sponsored Programs meeting, but there is little to report. Daly
announced President Rossbacher will decide who the next HSU Provost will be in a few weeks.

External Affairs (Rebecca Ingerson)
No report.

AS Presents (Jacob Stadtfeld)
Stadtfeld reported the “Council on the Quad” event was cancelled because of weather. Killer Mike event was also cancelled because of weather as well. Stadtfeld attended the AS Presents committee and they discussed the Spring semester bookings. Stadtfeld announced Homocoming was a success.

Vice President of Enrollment Management and Student Affairs (Peg Blake)
Blake discussed the program review of the Student Engagement and Leadership program. There is a meeting next Monday, October 26, 2015 at 4:00 p.m. The external reviewers are also meeting with Clubs and Activities, the Greek Council, and the YES House.

General Manager (Joan Tyson)
Tyson gave the floor to Esh to discuss the new Marketing/Public Relations Assistant position. Esh announced Mildred Correa is the new Marketing/Public Relations Assistant. She will be helping AS Staff design fliers, advertisements, and other marketing publications.

General Council Discussion
Daly asked the status of the Student Affairs Advisory Committee. Cannon responded that she was conducting outreach for more committee members. Ramirez asked Macias about the minimum requirements for students to be a committee designee. Cervantes and Tyson responded the requirements are the same for all potential committee members. Blake announced to the Council the Alcohol and Other Drug Abuse Prevention Committee is being re-structured by Mira Friedman, Health Education Supervisor, and Ravin Craig, Health Educator. Blake is waiting for the committee’s new charge. Cervantes asked about the YES Director Search Committee progress. Hernandez answered with information on changes within YES and referenced his experience at YES. Blake noted during the program review last Spring Semester, they looked at the recommendations and decided to cancel the review. The position was postponed, and Student Affairs decided to hire an Interim Assistant Director. Siebuhr noted there did not seem to be very much student input and requests more student input in the future. Blake responded that she did not know how much Tanza Triggs, Associate Dean, Student Engagement & Leadership, and Randi Burke, Dean of Students, reached out to students, but they had certain deadlines and needed to make a decision. Blake also noted YES was waiting for a program review before hiring a new director. Cervantes asked Blake if the director position was not filled because the Division of Enrollment Management and Student Affairs was waiting for the program review next week. Blake answered the search committee could not find someone who had the same experiences as the prior YES Director. Hernandez noted Tanza Triggs is doing the best she can and has provided a lot of support for the YES.

General Council Work Session

Announcements
Cannon announced there are two Greek sponsored events on Friday, October 30, 2015. Siebuhr announced there is a documentary titled, “No Mas Bebes,” playing on Tuesday, October 20, 2015, in
Founders Hall. The Critical, Race, and Gender Studies department will have a class titled, “Lesbian Lives”, during the 2015-16 Spring Semester. Jacobs announced the week of October 18 to 24, 2015 is National Chemistry Week. On Friday, October 23, 2015, is National Mole day, which commemorates “Avogadro's Number” (6.02 x 1023), which is a basic measuring unit in chemistry. There will be slime demos for local elementary schools. Benefiel also noted the week of October 18 to 24, 2015 is also sexual awareness week.

**Adjournment**

Macias adjourned the meeting without objection at 4:41 p.m.

Recorded by:
Patrice Esh
AS Council Assistant

Approved by:

[Signature]
Zitaly Macias
Legislative Vice President
Call to Order

Alexis Hernandez, Administrative Vice President, called the Board of Finance meeting to order at 3:00 p.m. on Monday, October 26, 2015 in Nelson Hall East 120.

Roll Call

Members Present:  Juan Cervantes, Graciela Chipres, Alexis Hernandez, Joseph Mularky

Advisor Present:  Joan Tyson

Approval of the Agenda

MOTION:  CHIPRES/CERVANTES move to approve Agenda #2 dated October 26, 2015  APPROVED

Chair’s Report

Hernandez did a lot over the week and will report more during the A.S. Council meeting.

Public Comment

There was no public comment.

Approval of Minutes

MOTION:  CHIPRES/CERVANTES move to approve minutes #1 dated October 12, 2015  APPROVED

Old Business

A.  Request to Change the Publication Date for the Cultural Times – Action Item

Amy Westmoreland, MultiCultural Center Director, requests the publication date for the Cultural Times be changed from Monday, December 7, 2015 (per paragraph 10 of the Associated Students State University 2015-16 Budget Policies and Procedure) to a different date during the first week of the 2015-16 Spring Semester.

Westmoreland presented on what the Cultural Times is and requested to move the deadline to mid-January. The reason for the date change is because there are some MultiCultural Center events that are coming up that should be included in the magazine and some students are prioritizing their time and energy in school; they may not be interested in publishing work. Westmoreland noted the change will enable the students to engage more in the magazine, and the magazine will be of better
Cervantes asked if the publication date in the 2015-16 Spring Semester will have the same publication date. Westmoreland said that publication date will stay the same. Cervantes also asked if the date change would be only for this academic year or if the MultiCultural Center is looking to change it next year. Westmoreland said possibly, but would like to see how it works for this year. Cervantes mentioned there are students who will leave at the end of the 2015-16 Fall semester and may not be able to view the publication if it is published in January. Westmoreland noted she did not consider that, but could possibly publish the magazine in a digital form in December, 2015. It was also noted that this exception was for this year only and could be considered into the future as needed.

B. Reserve Policy, Fund Designation and Procedure for Expenditure – Action Item

The purpose of the reserve policy, as outlined in the “Purpose” is to provide guidelines for basis of the annual review of the A.S. fiscal viability, and to provide the Council and General Manager sufficient funds to address contingencies, emergencies and budgetary impact and at the same time to have adequate working capital to maintain programs, services, facilities, finance non-routine replacement, meet the needs of future growth, and other priorities that the A.S. Council may have that falls within the Mission of the Associated Students. Changes are indicated by utilizing strikethroughs and underlined print.

In May 2015, when Joyce Lopes, Vice President of Administrative Affairs approved the AS 2015-16 budget on behalf President Rossbacher, Joyce Lopes recommended that AS undergoes a review of its reserve policy to include specific funding levels to determine whether the reserve balance in on track to meet the needs of the AS. That result of that review is the proposed revised Reserve policy.

The purpose of the reserve policy, as outlined in the “Purpose” is to provide guidelines for basis of the annual review of the AS fiscal viability, and to provide the Council and General Manager sufficient funds to address contingencies, emergencies and budgetary impact and at the same time to have adequate working capital to maintain programs, services, facilities, finance non-routine replacement, meet the needs of future growth, and other priorities that the AS Council may have that falls within the Mission of the Associated Students.

There have three reserve funds;

1. Operating Reserve

2. Capital Purchases Reserve, and

3. Special Projects & Facilities Reserve

All of which are given further definition in the policy.

There policy also outlines the procedures for the expenditure of AS Reserves which does require review by the Board of Finance, approval by the AS Council and approval by the University
President (or designee) which in our case is Joyce Lopes, the Administrative Affairs VP.
The recommended changes in this document are indicated by utilizing strikethroughs and underlined print.

There are two notable changes

1. The first is found on the second page that reads…” The maximum amount which should be retained for on-campus reserves combined is up to 30% of current year expenditures…..

2. Page three that increases the amount from $2,000 to $5,000.

The recommendation for the first change is the result of research on non-profits guidelines regarding this topic and other CSU’s. While there are general guidelines for setting operating reserve goals, they should always be accompanied by “it depends”. Most standards are based on a formula to have enough unrestricted cash to cover operating expenses for a number of months. A commonly used reserve goal is three to six months’ expenses.

Three months, or 30% of our operating expenses, based on 2015-16 projected numbers is approximately $345,000--which is higher than the recommended 30% maximum per the policy, by about $50,000, but we do have some pending projects.

In addition, we have been funding our budget out of our reserves over the past 5+ years, so by the end of next year we will close to the 30% goal.

The “depends” for us as mentioned above is that a lot of our reserve needs are for cash flow purposes. For example we fund the payment of all AS expenditures up front and we submit a claim for reimbursement from our AS fee account that is held in a state trust account. Also, we fund all of the payments for IRA expenditures up front and we request reimbursement from the IRA trust account held on the state side on a monthly basis. We also depend on our reserves for summer operations.

The second change referred to is on page three. It increases the amount from $2,000 to $5,000 if a situation arises that that the General Manager can commit to if a situation should arise and standard procedures cannot be met.

There was no public comment.

MOTION: CERVANTES/CHIRPES move to approve the Reserve Policy, Fund Designation and Procedure for Expenditure

Cervantes asked if $5,000 is a sufficient amount for the General Manager if an emergency arises or if there is an unscheduled, routine maintenance repair. Tyson responded that it was.

C. Review and approval of Associated Students 2014/2015 Comparison of Budget to Actual – Action Item
As per AS Fiscal Code 9.01 the Board shall review and recommend approval of the annual comparison of budget to actual program budget details. The Comparison of Budget to Actual details the budgeted revenue and expense of each AS Program.
Tyson stated that the AS Fiscal Codes requires the Board of Finance to review the budgeted and actual spent amount for each program of the prior fiscal year (See 2014/15 Comparison of Budget to Actual document attached to these minutes). This document show the comparison of what programs were budgeted to spend and what they actually spent.

*Cervantes left the meeting at 3:29 p.m.*

*There was no public comment.*

**MOTION:** CHIPRES/MULARKY move to approve the Review and Approval of Associated Students 2014/2015 Comparison of Budget to Actual

APPROVED

Tyson went over the document highlighting variances in each program. Programs are provided with a monthly financial statement and they are also expected to maintain a record-keeping system. It was explained that the net-income (unspent budgeted funds) is distributed into the reserves per the reserve policy. This item will be forwarded to the AS Council for final approval.

**Announcements**

Hernandez announced that he has met with Cervantes to discuss strengthening the relations between the A.S. Council and A.S. programs. The A.S. Executive Committee is already reaching out to A.S. programs.

**Adjournment**

Hernandez adjourned the meeting at 3:38 p.m. without objection.

Recorded by:

Patric Esh
A.S. Council Assistant

Approved by:

The minutes have not been approved,
Alexis Hernandez
Administrative Vice President
RESOLUTION No. 2015-16-1

AUTHORED BY: Alexia Siebuhr, College of Arts Humanities & Social Sciences Representative
Juan Cervantes, Associated Students President

REFERRED TO: AS COUNCIL

ACTION APPROVED:

SUBJECT: An Act to Amend the AS Government Code 6.03: Bystander Intervention Training

Be it enacted by the Associated Students Council that the Associated Students Government Code be amended to insert the following into the Associated Students Government Code, that the Associated Students Government Code be renumbered accordingly, and that the amendment will become effective on January 1st, 2016:

6.03 Bystander Intervention Training:

Prior to having stipends awarded, each recipient must undertake bystander intervention training. Bystander Intervention Training will be coordinated by the Associated Students Vice President of Student Affairs in coordination with student organized campus resources. Completion of Bystander Intervention Training will satisfy this requirement until the end of the academic year in which it has been completed.

Juan Cervantes
AS President

Alexia Siebuhr
College of Arts Humanities & Social Sciences Representative
Section: Policy Statement - Fiscal

Subject: Reserve Policy, Fund Designation and Procedure for Expenditure

Purpose: The Associated Students Reserve Policy and Fund Designation provides guidelines for basis of the annual review of the A. S. fiscal viability, and to provide the Council and General Manager sufficient funds to address contingencies, emergencies and budgetary impact and at the same time to have adequate working capital to maintain programs, services, facilities, finance non-routine replacement, meet the needs of future growth, and other priorities that the A. S. Council may have that falls within the Mission of the Associated Students.

New/Revised: April 15, 2013 - November 2, 2015 - pending approval

Council Adoption Date: December 11, 2000

I. Fund Designation

Appropriations to Reserves - Excess revenues will be allocated annually to the following reserve areas unless specifically exempted by A. S. Council. Operating Reserve, Capital Purchase Reserve, and Special Projects & Facilities Reserve.

Background - The establishment of adequate reserve policies for CSU auxiliaries is required to meet the California State University financial standards established by the Education Code, Section 89904(b). Section 89904(b) states that auxiliaries shall implement financial standards by the establishment of reserve funds for current operation, capital replacement, and new ventures so as to assure fiscal viability.

Operating Reserve is the “savings account” of the Associated Students used to address contingencies, emergencies, budgetary impacts such as an unanticipated shortfall in projected enrollment, and other non-routine expenditures.

Sources of Funds for Operating Reserve - 80% of the current year excess revenue will be placed annually in the operating reserve.
Capital Purchases Reserve. This reserve is established to replace capital inventory as needed. It may also be used to make new acquisitions when deemed appropriate.

Source of Funds for Capital Purchases Reserve - 10% of the current year excess revenue will be placed annually in the capital purchase reserve.

Special Projects & Facilities Reserve. This reserve shall be used for the maintenance and improvement of existing facilities or the construction of new facilities.

Source of Funds for Special Project and Facilities Reserve - 10% of the prior year’s fund balance will be placed annually in the special projects and facilities reserve.

The maximum amount which should be retained for on-campus reserves combined is up to 30% of current year expenditures.

II. Procedure for the Expenditure of A.S. Reserves

Requests for funds shall be made in writing and shall at a minimum include the following information:

1. Program requesting funds;
2. Complete description of project of item(s) to be purchased;
3. Justification for Associated Students funding (how will students benefit from this expenditure); and
4. Other sources of funding explored and outcome of inquiry.

Each request must be provided to the Administrative Vice President so that the request may be introduced at the next meeting of the Board of Finance.

As the following meeting of the Board of Finance, the request will be considered under old business. A simple majority of committee members may approve the proposal for recommendation to the A.S. Council.

The Board of Finance shall review all requests for expenditures.

A majority vote of the A.S Council shall be required for approval of all allocations of Associated Students funds.

Allocations from any of the reserves also require the approval of the University President (or designee).

The Associated Students of Humboldt State University also seeks to invest reserve funds and any excess funds with the objective of 100% preservation of capital at as high a yield as possible.
Should an emergency arise or an unscheduled need to make a routine maintenance repair exist, standard expenditure procedures shall be waived and the General Manager shall be authorized to commit up to $2,000 $5,000 from the appropriate reserve. Should an emergency exist and a sum greater than $2,000 $5,000 be required, the consent from either the A.S. President, or A.S. Administrative Vice President shall suffice. Should the General Manager be unable to obtain the required consent, he or she may commit the required amount of funds to resolve the problem. In all cases, A.S. Council shall be notified of the expenditure as soon as possible but not later than their next regularly scheduled meeting.
<table>
<thead>
<tr>
<th>PROGRAM NAME</th>
<th>2014/15 Budget</th>
<th>2014/15 Actual</th>
<th>2014/15 Variance</th>
<th>Comments/budget variance notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.S. External Affairs</td>
<td>$ 24,150</td>
<td>$ 23,069</td>
<td>$ 1,081</td>
<td>Unspent Additional Activities appx $2,000. Overspent Travel and Conf by appx $1,000.</td>
</tr>
<tr>
<td>A.S. Programming Grants</td>
<td>$ 55,000</td>
<td>$ 39,466</td>
<td>$ 15,534</td>
<td>Unspent Activity Grant, $9,500; Cultural Programming, $6,000</td>
</tr>
<tr>
<td>A.S. General Operations</td>
<td>$ 277,536</td>
<td>$ 291,914</td>
<td>$ (14,378)</td>
<td>Less interest income (aprx $1,253) and IRA Revenues (aprx $3,000) than estimated. Overspent Business Services Agreement by appx. $8,500</td>
</tr>
<tr>
<td>A.S. Insurance</td>
<td>$ 9,800</td>
<td>$ 10,368</td>
<td>$ (568)</td>
<td>Student travel insurance overspent by appx $500</td>
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<tr>
<td>A.S. Presents</td>
<td>$ 157,319</td>
<td>$ 163,656</td>
<td>$ (6,337)</td>
<td>Spring Festival had unexpected costs.</td>
</tr>
<tr>
<td>Associated Students Gov't</td>
<td>$ 87,925</td>
<td>$ 82,060</td>
<td>$ 5,865</td>
<td>Appx $3,000 unspent publicity monies. Appx $1,500 unspent special proj monies. Appx $1,500 unspent supplies and services monies. Overspent retreat by appx $1,500.</td>
</tr>
<tr>
<td>CCAT</td>
<td>$ 54,235</td>
<td>$ 51,929</td>
<td>$ 2,306</td>
<td>Underspent Hourly wages appx $1,000. Also unspent appx $1,000 of supplies and services.</td>
</tr>
<tr>
<td>Children's Center</td>
<td>$ 40,828</td>
<td>$ 40,828</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Club and Program Support</td>
<td>$ 30,235</td>
<td>$ 27,803</td>
<td>$ 2,432</td>
<td>Unspent Special Projects appx $1,500.</td>
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<tr>
<td>Drop In Recreation</td>
<td>$ 25,225</td>
<td>$ 25,801</td>
<td>$ (576)</td>
<td>Overspent hourly wages.</td>
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<tr>
<td>Eric Rofes Center</td>
<td>$ 6,330</td>
<td>$ 5,724</td>
<td>$ 606</td>
<td>Unspent hourly wages appx $400 and Special Projects in House appx $300.</td>
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<tr>
<td>Humboldt Film Festival</td>
<td>$ 13,070</td>
<td>$ 12,187</td>
<td>$ 883</td>
<td>Underspent slightly in hourly wages and Judges</td>
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<tr>
<td>Graduate Pledge Alliance</td>
<td>$ 4,015</td>
<td>$ 3,730</td>
<td>$ 285</td>
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<tr>
<td>Learning Center Tutorial Prog.</td>
<td>$ 19,113</td>
<td>$ 19,053</td>
<td>$ 60</td>
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<tr>
<td>Marching Lumberjacks</td>
<td>$ 5,800</td>
<td>$ 5,504</td>
<td>$ 296</td>
<td></td>
</tr>
<tr>
<td>MultiCultural Center</td>
<td>$ 36,501</td>
<td>$ 36,557</td>
<td>$ (56)</td>
<td>Overspent in publicity.</td>
</tr>
<tr>
<td>Sport Clubs</td>
<td>$ 30,375</td>
<td>$ 25,002</td>
<td>$ 5,373</td>
<td>Underspent Conference/Travel line-item by appx $2,000 and did not use any of the hourly wages, $3,500.</td>
</tr>
<tr>
<td>Student Access Gallery</td>
<td>$ 9,620</td>
<td>$ 9,007</td>
<td>$ 613</td>
<td>Appx $500 of hourly wages unspent.</td>
</tr>
<tr>
<td>WRAP</td>
<td>$ 33,363</td>
<td>$ 29,196</td>
<td>$ 4,168</td>
<td>Appx $3000 unused hourly wages.</td>
</tr>
<tr>
<td>Women's Resource Center</td>
<td>$ 27,610</td>
<td>$ 22,719</td>
<td>$ 4,891</td>
<td>Appx $1,500 unused publicity funds. Appx $4,000 unused special projects in house. Appx $1,000 unused prog publications. Overspent hourly wages by appx $2,500.</td>
</tr>
<tr>
<td>Youth Educational Services</td>
<td>$ 58,698</td>
<td>$ 57,898</td>
<td>$ 800</td>
<td>Unspent special projects funds.</td>
</tr>
<tr>
<td>Student Life Support</td>
<td>$ 7,000</td>
<td>$ 7,000</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Unallocated</td>
<td>$ 7,462</td>
<td>$ 7,035</td>
<td>$ 427</td>
<td>Unspent unallocated funds.</td>
</tr>
</tbody>
</table>