

**Associated Students Cal Poly Humboldt
Budget Language Updating: Meeting #1
Finance Summer Task-Force 2023**

— 7/5/2023 —

Join Zoom Meeting

<https://humboldtstate.zoom.us/j/82791592299?pwd=SjQxeE10dXZ2ZDNpWTNzY0NNcHA5dz09>

Meeting ID: 827 9159 2299 | Passcode: 703861

A. Members Present:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Samuel Parker, President | <input checked="" type="checkbox"/> Kendra Higgins, Executive Director |
| <input checked="" type="checkbox"/> Andres Olmos, AVP | <input checked="" type="checkbox"/> Lizbeth Cano Sanchez, Board Coordinator |
| <input checked="" type="checkbox"/> Tashenea Burns-Young, LVP | |

B. Public Comment: **None given.**

C. Business:

- a. [Associated Students of Cal Poly Humboldt 2023 -2024 Budget Language Working Doc...](#)

Notes:

Reading through the document above was led by AVP Olmos.

- i. **Deadline: End August 2023 - [Folder](#)**
- ii. **What is the Request for Authorization to Travel (Domestic travel)?**
 1. Here are two links below to access it.

Notes:

Why are these states banned? If the state makes a statement against certain communities it becomes a banned state for the safety of students.

We will probably create our own form to state that AS can fund travel to banned states but the club has to acknowledge they are traveling to a banned state.

- a. [travel_grant_funding_application_fillable_updated_9.6.16.pdf](#)
- b. [Can be also found in Humboldt forms as Club Travel Grant Funding Application.](#)

- iii. **Set dates of publication deadlines.**

1. Recommended Publication distribution deadlines:

Notes:

- a. Fall 2023 Semester publication(s) : No Later than **Friday, December 1, 2023**
- b. Spring 2024 Semester publication(s) : No Later than **Friday, April 19, 2024**

- iv. **Should we add a check list box for programs to turn in the new Lumberjack Link for item #18?**

Notes: This can become a support item that the PR committee can take on specifically to help core programs submit 25 live and Lumberjack link submissions. We will hold off on this addition to the budget language.

- v. Explanation of what Lumberjack Link is.
- vi. **Review item #19 in accordance with the [updated Fiscal Code language](#). Former ED**

Joan Tyson can provide feedback to ED Kendra?

Notes: Keep collabs available, set caps at:

1. **RSO Event/Project Grants (\$900 cap/RSO/semester)**
 2. **RSO Travel/Conference Grants (\$1000 cap/RSO/semester)**
 3. **AS Collabs Event/Project Grants (\$500 cap/requestor/year)**
- **The \$1000 can be waived but it is up to the clubs and dept. responsibility for all expenditures of exceeded amount.**
 - **Clubs that have not already received funding in the fall will get priority in Spring funding.**
 - **Resources list provided to clubs to help them find additional funds.**
- vii. **Review Item #20 entirely.**
 - viii. **Will the RSO App be a google form? An infoready application? It will be through infoready. Both RSO and AS Budget.**
 1. Recommended timeline of RSO Grant Cycles:

Notes:

- a. **Cycle 1 : Sept 5th - Nov 3, 2023**
- b. **Excess for fall allocation: Nov. 6th - Nov. 30th**
- c. **Cycle 2 : December 4th -Feb 2, 2024 or play by ear.**
- d. **Excess for Spring allocation: play by ear.**

Notes: Sub-committee finance meeting: January 2024 16th-19th for RSO app reviewal.

- ix. **What is Viewpoint Neutrality? It was read.**
 1. [Click Here for Info.](#)

Progress stopped here. Summary to BoD will be given by AVP and ED.

July 17th - 21st next meeting. Will send out a poll.

- x. **Review Item #20 letter I in accordance with the [updated Fiscal Code language](#) section 26.03 Additional Procedure.**
 1. Recommendation: We can add “Ensure Request for Authorization to Travel form within Club Travel Grant Funding Application is completed” to Item #20 letter I.
- b. **[Define A.S. Funded Program Categories Working Document](#)**
 - i. **[Additional resource](#)**
 1. **Category 1**
 2. **Category 2**
 3. **Category 3**
 4. **Category 4**
 5. **Category 5**