

Associated Students of Diablo Valley College
Budget Oversight Committee Meeting minutes



Day/Date Monday, 04/17/17
 Time 1:00 p.m. – 2:00 p.m.
 Location Student Union Conference Room
 321 Golf Club Road
 Pleasant Hill, CA 94523

NOTICE IS HEREBY GIVEN that the Associated Students of Diablo Valley College will have a Meeting on Monday, April 17, 2017. Public testimony will be invited in conjunction with the Student Board discussion on each item. All Student Board meetings are held in locations that are wheelchair accessible. All meetings are subject to recording. For further information, please contact Associated Students Budget oversight Committee Officer Zhexuan (Andy) Zhang at 925-725-5141. E-mail: ASDVCCon@email.4cd.edu

Section Item

I. Organizational Items (limited to 5 minutes):

→
 1.1 Call to Order

Call to order at 2:07 pm

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 1.2 Roll Call

Kevin, Candy, and Andrew not present.

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 1.3 Adoption of the Agenda

Motion to adopt the agenda from Alisha, Kodai seconded; motion passed unanimously

→
 1.4 Approval of Minutes

Alisha moved to postpone the approval of the 10 April BOC meeting minutes until the next general meeting; Kodai seconded; motion passed unanimously

II. Public Forum:

“This time is reserved for members of the public to address the Student Board. A limit of three (3) minutes per speaker, three (3) speakers per topic.”

Billy from ICC requests a representative from the BOC to give a presentation of the once-approved ASDVC budgets to the ICC board on April 27th; Alisha volunteered to present

III. Advisor(s) Report (limited to 5 minutes):

→
 3.1 Advisor: Todd Farr

Looking forward to working on the budget proposal presentation

IV. Budget Oversight Committee Executive Reports (limited to 10 minutes):

→
 4.1 Controller: Zhexuan (Andy) Zhang

Looking forward to working on the budget proposal presentation as well

V. Action Items (presentation of each item shall be limited to time specified)

VI. Discussion Items (presentation of each item shall be limited to time specified)

- 6.1 → Plan BOC presentation of the ASDVC and Student Union Budgets for the ASDVC Board meeting 4/18/17 (50 minutes).
- **Alisha discussed adjustments to the ASDVC and Student Union Operating Budgets that were made since the last BOC meeting**
 - **The previously quoted allocation requirement of \$24,607.00 for the Program Manager staff position was incorrect; the correct allocation requirement is \$29,348.00; created a deficit of \$4,741.00 for the ASDVC operating budget**
 - **Decreased Licensing/Maintenance Agreement allocation by \$1,500.00 in the ASDVC operating budget; the \$1,500.00 was added to the Supplies/Materials Expense in the Student Union operating budget**
 - **Decreased Other On-Campus Organizations allocation by \$3,241.00**
 - **The adjustments remedied the deficit**
 - **Todd discussed the Proposed Funding and Workload Model**
 - **The salaries for every staff position are set by the college**
 - **The percentage ASDVC pays for each staff member is based on the portion of time the staff member spends in direct support of ASDVC, the clubs program and the operation of the Student Union building.**
 - **Discuss methods for presenting the budget proposals for the ASDVC general meeting**
 - **Agreed on the use of PowerPoint as a visual aid**
 - **Agreed on printing out copies of the following documents:**
 - **ASDVC Operating Budget Proposal**
 - **Student Union Operating Budget Proposal**
 - **Proposed Funding & Workload Model**
 - **Andy, Alisha, and Wenzhi (Dennis) volunteered to present the proposals**
 - **Wenzhi (Dennis) will cover the Student Union Operating Budget**
 - **Alisha will cover the Proposed Funding & Workload Model**
 - **Andy will discuss the ASDVC Operations Budget with help from Alisha and Wenzhi (Dennis)**
 - **Broke into small discussions where topics such as line-item descriptions were discussed**
 - **Alisha moved to extend the discussion item/meeting by 15 minutes; Leo seconded; motion passed unanimously**

VII. Board member reports (limited to 8 minutes at 2 *minute* each):

None

IX. Adjournment

Meeting adjourned at 2:16 pm