

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
FINANCE COMMITTEE MINUTES
TUESDAY, OCTOBER 28, 2022
MINUTES**

Zoom ID:

<https://csun.zoom.us/j/86874388813?pwd=SXlnNkJQTVRzRHpHRGxINTN6N3FtUT09>

I. Call to Order

Chair, Melissa Baghoumian called the meeting to order at 3:34 P.M.

II. Roll Call

Present	Absent	Staff/Guests
Melissa Baghoumian, Committee Chair (voting)		Gregory Guajardo, Student Administrative Support Assistant II
Junicarl Ferido, Student Committee Member (voting)		
Debra Hammond, Executive Director (non-voting)		
Adrian Hernandez, Committee Co-Chair (voting)		
Joseph Illuminate, Executive Secretary (non-voting)		
Jaelyn Jones, Student Committee Member (voting)		
Sade Richardson, Student Committee Member (voting)		
Dr. Freddie Sanchez, Assistant VP, Student Affairs, Equity & Inclusion Services (voting)		
Dr. Edith Winterhalter, Associate VP for Budget & Strategic Business Ops, Administration, and Finance (voting)		
Sandra Zendejas, Student Committee Member (voting)		

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- *D. Hammond left at 4:02 P.M.*
- *S. Richardson arrived at 3:36 P.M.*

III. Approval of Agenda

M/S/P (*S. Richardson / F. Sanchez*) Motion to approve the Agenda for October 18, 2022.

Main Motion passes by General Consensus

IV. Approval of Minutes

M/S/P (*A. Hernandez / J. Ferido*) Motion to approve the Minutes for June 03, 2022.

Main Motion passes by General Consensus

V. Ice Breakers

Chair, Melissa Baghoumian , and Co-Chair, Adrian Hernandez, presented the ice breaker discussion topics.

Ice Breaker 1: Tell us your name, major, and two fun facts about yourself.

Ice Breaker 2: If you could change your name, what would it be and why?

VI. Chair's Report

Committee Chair, Melissa Baghoumian thanked the committee for participating in this meeting today. She encouraged everyone to reach out to her or Adrian for any questions or concerns.

VII. Action Items

A. 2022-23 Finance Committee Goals

M/S/P (*F. Sanchez / E. Winterhalter*) Move to accept the 2022-23 Finance Committee Goals as presented.

Chair, Melissa Baghoumian presented the committee goals listed in the table below.

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No.	GOALS
1	Update and finalize the long-term financial plan for the New Heart of Campus project for presentation to the USU Board of Directors and Campus Administration. (May 2023)
2	Revise the Procurement Policy to incorporate justice, equity, diversity, and inclusion (JEDI) in order provide underrepresented small businesses the opportunity to compete for business opportunities with the USU. (May 2023)
3	Update the Fixed Asset Policy (May 2023) .

Motion passes 6-0-0

VIII. Discussion Items

A. Fall 2022 Finance Committee Meeting Schedule

Committee Co-Chair, Adrian Hernandez presented the Committee Meeting Schedule:

<u>Date</u>	<u>Time</u>
Tuesday, October 11, 2022*	3:30 PM – 4:30 PM
Tuesday, October 18, 2022	3:30 PM – 4:30 PM
Tuesday, November 8, 2022	3:30 PM – 4:30 PM
Tuesday, November 22, 2022	3:30 PM – 4:30 PM
Tuesday, December 6, 2022	3:30 PM – 4:30 PM

**Finance Committee Orientation*

The Committee decided that the November 8, 2022 meeting would be held virtually via Zoom. Further discussion of conducting the last two meetings in-person or via Zoom, and their potential impact on student attendance, will continue at the next meeting.

IX. Announcements

Chair, Melissa Baghoumian stated that she and Co-Chair Adrian Hernandez are willing to hold office hours for student members interested in understanding more about the committee and to ask any

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relevant questions.

X. **Adjournment**

The meeting was adjourned by Chair, M. Baghoumian at 4:11 P.M.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Joseph Illuminate". The signature is written in a cursive style.

Joseph Illuminate
Associate Director, USU Accounting & Finance