**Finance Committee Special Meeting Agenda**

**Reza Khorasani, Vice-President of Finance/CFO & Chair**

1:45pm – 3:00pm

Thursday, December 1st, 2016

ASI Board Room, 2nd Floor, New UU Building 2004

**Conferencing Instructions:**

Dial in the access telephone number **888-935-1819**

Enter participant pass code **5084625 followed by # sign**

1. CALL TO ORDER
2. ROLL CALL
3. ACTION ITEM **- Approval of the Agenda**
4. ACTION ITEM – **Approval of the Minutes November 21st , 2016**
5. PUBLIC COMMENT **– Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**
6. UNFINISHED ITEMS:
   1. ACTION ITEM – **Student Travel Funding Policy Revisions**

The Finance Committee will discuss updating the Student Travel Funding Policy.

* 1. ACTION ITEM – **Student Clubs and Organizations Funding Policy**

The Finance Committee will discuss updating Student Clubs and Organizations Funding Policy.

* 1. ACTION ITEM – **Seed Money Funding Policy**

The Finance Committee will discuss updating the Seed Money Funding Policy.

* 1. ACTION ITEM – **Funding Request Review Sheet**

The Finance Committee will discuss creating a Funding Request Review Sheet.

* 1. ACTION ITEM – **Funding Auditing Process**

The Finance Committee will discuss the method of auditing organizations funded by ASI Finance Committee.

* 1. ACTION ITEM – **Finance Committee Meeting Times For Winter Quarter**

The Finance Committee will discuss a meeting time for the Finance Committee for winter 2017 quarter.

1. NEW BUSINESS ITEMS:
   1. DISCUSSION ITEM – **Finance Committee Tabling Hours For Winter Quarter**

The Finance Committee will discuss a meeting time for the Finance Committee for winter 2017 quarter.

* 1. DISCUSSION ITEM – **Finance Committee Office Hours For Winter Quarter**

The Finance Committee will discuss a meeting time for the Finance Committee for winter 2017 quarter.

1. ROUND TABLE REMARKS
2. ADJOURNMENT