

**STUDENT REPRESENTATION FEE (FUND 46)
DASB FINANCE COMMITTEE AGENDA ITEM**

This form must be submitted to Student Accounts **NO LATER** than 4:30 PM on the Tuesday (subject to change) before the meeting in which you wish the item to appear. It **MUST** be filled out completely (all pages), or your request may be postponed or denied. Attach additional sheets if necessary.

Clubs should fill out the "ICC/Club Budget Request" form for all requests.

NOTE: The Finance Committee does not meet during the first week of the quarter, dead and finals weeks or breaks.

Please submit the original and one (1) copy of this form and any attachment(s) for a total of two (2) sets.

Name: Robert Stockwell

Signature & Date:  11/11/19

Phone: x8382

E-mail: stockwellrobert@fhda.edu

Group or department you are representing: Political Science Department

You are required to attend the DASB Finance Committee meeting, Monday at 3:30 PM (subject to change), to answer any questions for items 1 and 2 below and possibly item 3 as well if determined by the Chair of Finance.

Request to be on the Finance Committee Agenda For: (check one)

RECEIVED

1. **GENERAL ITEM (Includes Budget Transfers):**

NOV 13 2019

Summary of item: (REQUIRED, use additional sheets if necessary) _____

DE ANZA COLLEGE
STUDENT ACCOUNTS

2. **NEW OR ADDITIONAL FUNDING: Total Requested Amount ~~\$2,955.51~~**

#2956 - LK All Travel Code 5570

Complete the next two pages as well when requesting new or additional funding. Attach additional sheets if necessary. Also attach additional details and event/program descriptions. Incomplete applications will not be accepted.

3. **OBJECT CODE/LINE ITEM TRANSFER (Only Page 1 Required; must attend Finance Committee meeting only if contacted):**

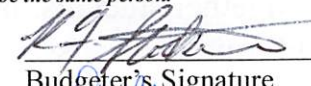
Account Name: _____

Account Number: _____

From Object Code:	To Object Code:	Requested Amount \$	DASB Use only Approved Amount \$
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Reason for Transfer: (REQUIRED, use additional sheets if necessary) _____

The Budgeter and Administrator cannot be the same person.

Robert Stockwell  x8382 stockwellrobert@fhda.edu
Budgeter's Name (PRINT) Budgeter's Signature Phone Number E-mail

Carolyn Wilkins-Greene  x5302 wilkinsgreencarolyn@fhda.edu
Administrator's Name (PRINT) Administrator's Signature Phone Number E-mail

**Action Taken
(office use only)**

Transfer Approved and Forwarded to Student Accounts on _____ Transfer Denied
Date

DASB Chair of Finance Date DASB Advisor Date

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.
They are available at <http://www.deanza.edu/dasb/budget/>

Student Representation Fee (Fund 46) Funding Criteria

Check off all of the criteria you feel this request meets and attach all supporting documents including conference programs/schedules, event/workshop descriptions, etc.

Also submit a typed statement explaining why you feel this request meets the criteria for Student Representation Fee funds. (Please see below. *)

Your request will be reviewed by the DASB Finance Committee, DASB Senate, Dean of Student Development, and Vice President of Student Services to determine eligibility for funding from the Student Representation Fee funds.

- Carrying out voter registration, education and mobilization campaigns
- Training students and hiring student interns to organize and advocate for themselves and their communities before state and local decision-making bodies
- Carrying out educational programs for the student body to help students become better informed of important decisions being made at the state and local level affecting their lives as students
- Supporting student advocates to meet with members of the state legislature and other elected officials in Sacramento and/or at the regional or local level
- Supporting student advocates to organize with other students at the local, regional and statewide level at conferences, training sessions and advocacy gatherings
- Increasing the capacity of the student body to organize and mobilize and develop leadership to be more effective advocates for themselves and their communities before state and local decision-making bodies

* The FACCC Advocacy and Policy (A&P) Conference is an advocacy and leadership training activity. The A&P Conference brings together students, faculty, and policymakers from throughout the state of California to discuss, strategize, and advocate on behalf of students, faculty, and community colleges. The first day focuses on the California budget and the current legislative cycle as they pertain to community colleges. It also provides an opportunity for students to caucus with their peers from throughout the state, including their SSSCC representatives. The second day, following advocacy training, students take part in legislative visits with their State Assembly and State Senate representatives. Students and faculty form teams that advocate on behalf of students, faculty, and community colleges.

NEW OR ADDITIONAL STUDENT REPRESENTATION FEE (FUND 46) FUNDING REQUESTS

1. Program (Account) Name: FACCC Advocacy and Policy Conference
2. Have you previously received DASB funding for this program?
No Yes DASB Account Number: 46-52644 Year Funded: 2019-2020
3. If yes, amount previously requested for current account \$ 2,100
4. If yes, total amount previously allocated current account \$ 1,000
5. How long has this program existed? DASB has funded De Anza student participation in the FACCC Advocacy and Policy Conference for many years, usually through special allocations. 2019-2020 was the first year DASB assigned the program a Fund 46 account number.
6. Number of students directly served or involved in this program: 15

Please ACCURATELY and THOROUGHLY complete numbers 8 – 11 and use additional sheets if necessary.

7. List ALL other accounts and/or sources of income (list ALL Account Numbers, Account Names, Account Balances and Account Purposes/Restrictions) also list ALL Co-Sponsorships for the Program; include anticipated future sources and co-sponsorships. Accounts and amounts will be verified. Failure to disclose ANY and ALL non-DASB Funding Sources will result in the immediate disqualification of your request and/or the freezing of your DASB Account if already approved.

B Budget Accounts: none

Trust Accounts: none

Fund 15 Accounts: none

FHDA Foundation Accounts: none

Grant Funded Accounts: none

Other District Accounts: The Faculty Association (FA) has supported student participation in the FACCC Advocacy and Policy Conference in the past.

Off-Campus/Off-District Accounts: none

On-Campus Co-Sponsorships: none

Off-Campus Co-Sponsorships: none

8. Give a brief description of the program/services to be provided and how they fulfill the mission of the college. How will these funds benefit present and future students? These resources will be used to support student participation in the FACCC Advocacy and Policy (A&P) Conference. The A&P is the premier meeting of the Faculty Association of California Community Colleges. The conference brings together students, staff, faculty, and experts throughout the state to discuss current state and local politics, how this impacts community colleges, and how we can work together to advance our collective interests when it comes to providing sufficient resources for students and our colleges. Students who attend receive training in advocacy and apply their skills in meetings with their Assembly and Senate legislators. The conference also provides a space for students to network with peers from throughout the state, and to build relationships with the statewide Student Senate (SSCCC).

9. How do you use other funding to support your program? The amount of money DASB allocates will determine how many students can attend from De Anza. When there wasn't sufficient funding in years past, and we sent a large delegation, the Faculty Association lent support.

10. What would be the impact if DASB did not completely fund this request? The amount of funding DASB provides will determine the number of students who can attend. If DASB doesn't completely fund this request, fewer students will be able to attend.

11. How have you been meeting or how do you plan to meet the budget stipulation of requiring that all students benefiting from DASB funds allocated to you have paid the \$10 DA Student Body Fee and are DASB Members (DASB Budget Stipulation # 1)? We require any student who attends to pay the \$10 DA Student Body Fee and to be DASB Members.

12. Total amount being requested **\$2,955.51**

(You must also complete the object code information on the next page)

Signatures that are needed for requesting funds

All financial documents, forms, requests/requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASB funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. **The Budgeter and Administrator cannot be the same person.**

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.
They are available at <http://www.deanza.edu/dasb/budget/>

DASB Student Representation Fee (Fund 46) Object Code/Line Item Information

* Fill out only applicable object codes. *

Object Code Name and Number	Description of Expenses (Please itemize all your expenses, BE SPECIFIC)	Requested Amount (round up to the next whole dollar)	DASB Use Only Approved Amount
Student Payroll – 2310 Include hours to be worked x pay rate MUST ALSO COMPLETE BENEFITS – 3200			
Benefits – 3200 (1.52 % for Student Employees) MUST BE COMPLETED WHEN REQUESTING PAYROLL			
Supplies – 4010 (Office supplies or as specified in request or stipulations)			
Banners – 4013 (Reusable banners that will last multiple years)			
Food/Refreshments – 4015 (Must adhere to district Administrative Procedure 6331, http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98)	Dinner (15 x \$30 each; per diem dinner rate) (3/8/20) Lunch (15 x \$15 each; per diem lunch rate) (3/9/20) Dinner (10 x \$30 each; per diem dinner rate) (3/9/20)	\$450.00 \$225.00 \$300.00	
Printing – 4060 (flyers, posters, programs, forms, etc.)			
Technical & Professional Services – 5214 (Consultants/Guest Speakers/Entertainment) maximum \$1,200 per speaker per event maximum \$1,800 per performance			
Domestic Conference and Travel – 5510	Conference registration 15 x \$120 Hotel rooms 7 x \$142.93 Parking 5 x \$36	\$1,800.00 \$1,000.51 \$ 180.00	
	Total costs	\$3,955.51	
	Total amount allocated (2019-2020)	\$1,000.00	
	Grand Total Requested	\$2,955.51	

JK
ALL meals FOR travel under 5510
↓

ALL 5510 #2956 JK

No deficit spending will be allowed and all accounts shall be held to line item amounts. Funds allocated to a program must be used for the purpose stated in the original request and stay with that program and cannot be used for or allocated/donated to other programs without DASB Senate approval.

A budgeter's and an administrator's signature are required before this form will be considered.

The Budgeter and Administrator cannot be the same person.

Robert Stockwell _____ x8382 _____ stockwellrobert@fhda.edu
Budgeter's Name (PRINT) Budgeter's Signature Phone Number E-mail

Carolyn Wilkins-Greene _____ x5302 _____ wilkinsgreenecarolyn@fhda.edu
Administrator's Name (PRINT) Administrators Signature Phone Number E-mail

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2020 Advocacy & Policy Conference



March 8, 2020 - March 9, 2020



EARLY BIRD REGISTRATION NOW OPEN

This is your opportunity to

Hear from top decision makers on policy and budget

Lobby your legislators

Share ideas and strategies with colleagues

Gain valuable professional development

Who should attend?

- All faculty members, union and academic senate leaders, and those who work in categorically funded programs are encouraged to attend.
- Student leaders are also invited.

REGISTER

Partner Rate

	Early Bird	Regular Rates	After
	9.1.19 – 11.18.19	11.19.19– 1.31.20	2.1. – 2.28
FACCC Member Rates			
Member Full-Time	\$210	\$250	\$290
Member Part-Time	\$140	\$180	\$220
Sunday Only Full-Time	\$180	\$220	\$260
Sunday Only Part-Time	\$100	\$120	\$140
Monday Only Full-Time	\$140	\$180	\$220
Monday Only Part-Time	\$80	\$100	\$120
Non-Member Rates			
Nonmembers Full-Time	\$310	\$350	\$390
Nonmembers Part-Time	\$240	\$280	\$320
Sunday Only Full-Time	\$280	\$320	\$360
Sunday Only Part-Time	\$200	\$220	\$240
Monday Only Full -Time	\$240	\$280	\$320
Monday Only Part-Time	\$180	\$200	\$220
Retired Faculty Rate			
Both Days	\$90	\$100	\$110
Sunday Only	\$80	\$90	\$100
Monday Only	\$70	\$80	\$90
Both Days	\$200	\$240	\$280
Student Rate			
Both days	\$120	\$140	\$160
Sunday Only	\$80	\$90	\$100
Monday Only	\$70	\$80	\$90

PLAN AHEAD

Sunday, March 8, 10:00 am – 5:45 pm

Monday, March 9, 8:00 am – 11:00 am, followed by legislative visits at the Capitol

PARKING

\$18 day/self parking

Valet parking: \$26

HOTEL

Holiday Inn Capitol Plaza

Group Code AF3 will populate automatically when you use the booking link.

Guests can call 1-800-HOLIDAY (465-4329) and refer to Group Code **AF3**.

Group rate: \$123

Alternate Accommodations

Vagabond Inn Executive – Sacramento (Old Town)

903 3rd Street | Sacramento, CA

1-800-522-1555

(0.41 miles from conference site)

Sacramento International Hostel

925 H Street | Sacramento, CA

916-443-1691

(0.63 miles from conference site)

Contact Information

Lidia Stoian, Director of Program and Development | 916-447-8555 | lstoian@facc.org

+ GOOGLE CALENDAR

+ ICAL EXPORT

Details

Start:

March 8, 2020

End:

March 9, 2020

Venue

Holiday Inn Sacramento-Capitol Plaza

300 J Street, Sacramento, CA 95814 United States

+ Google Map



Faculty Association of California Community Colleges
1823 11th Street Sacramento, CA 95811
916.447.8555 | info@faccc.org | [Privacy Policy](#)