

# DASG Budget Request 2024-2025

## For All Programs Excluding Athletics

Budget Request due to the Office of College Life by 4:00 pm Monday, November 6, 2023  
Applications and attachments must be typed and submitted via email to Dennis Shannakian at  
[ShannakianDennis@fhda.edu](mailto:ShannakianDennis@fhda.edu).

Please also copy the Administrator on the email.

For accessibility, applications and attachments must be submitted in the original file formats when available (Word, Excel, etc.) (not scans, images, or PDFs; signatures are not required). The applications and attachments may be submitted as separate files.

The Email Subject must be in the following format:

“DASG Budget Request - Your DASG Account/Program Name - Your DASG Account Number”

For Example: “DASG Budget Request - Youth Leadership Conference - 41-56349”

***Everything submitted will be publicly available online.***

**Delete the Object Codes and lines within Object Codes you do not need.**

1. Program (Account) Name: FACCC Advocacy and Policy Conference
2. Is this a new DASG account? Yes  No  DASG Account Number: 46-52644
3. Amount requested for 2023-2024 \$ 4,737.56
4. Total amount allocated for 2023-2024 \$ 4,755
5. How long has this program existed? 11 years
6. Number of students directly served in this program: 8
7. How have you been meeting or how do you plan to meet the budget stipulation of requiring that all students benefiting from DASG funds allocated to you have paid the \$10 DA Student Body Fee and are DASG Members (DASG Budget Stipulation # 1)? We require all students attending the conference to pay the \$10 Student Body Fee and to be DASG members.
8. What would be the impact if DASG did not completely fund this request? If DASG did not completely fund this request, we would have to reduce the number of students accordingly.
9. Total amount being requested for 2024-2025 (from page 3) \$ 6,437.85

**Delete the Object Codes and lines within Object Codes you do not need.**

### Food/Refreshments (4015)

(Must adhere to district Administrative Procedure 6331,

<http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98>)

	Item	Intended Use	Cost
1.	<u>Dinner (night of check in)</u>	<u>10 x \$34</u>	<u>\$340</u>
2.	<u>Breakfast (morning of)</u>	<u>10 x \$17</u>	<u>\$170</u>
3.	<u>Dinner (Sunday)</u>	<u>10 x \$34</u>	<u>\$340</u>
4.	<u>Lunch (Monday)</u>	<u>10 x \$18</u>	<u>\$180</u>
5.	<u>Dinner (Monday)</u>	<u>10 x \$34</u>	<u>\$340</u>
		TOTAL:	<u>\$1,370</u>

### Domestic Conference and Travel (5510)

(Must adhere to district travel policies,

<http://business.fhda.edu/policies-and-procedures/ff-travel-policy.html>,

and DASG Limitation and Requirements from the DASG Finance Code)

	Item	Intended Use	Cost
1.	<u>Conference Registration</u>	<u>10 x \$250</u>	<u>\$2,500.00</u>
2.	<u>Hotel Rooms</u>	<u>5 x \$453.57</u>	<u>\$2,267.85</u>
3.	<u>Parking</u>	<u>5 x \$60</u>	<u>\$300.00</u>
		TOTAL:	<u>\$5,067.85</u>

**Total amount being requested for 2024-2025 (also complete line 9 at bottom of first page)**

**\$ 6,437.85**

**Delete the Object Codes and lines within Object Codes you do not need.**

## Request For Information (RFI)

*Everything submitted will be publicly available online.*

	Question / Inquiry	Program Response
1.	<p>Please provide a <b>thorough</b> description of your program. Please describe the new services or features of your program that were implemented after you last submitted a DASG RFI. Explain how your program is unique. Are there any programs on campus that are similar or is there any duplication of services?</p>	<p>FACCC stands for the Faculty Association of California Community Colleges. FACCC is a professional membership association representing community college faculty. It hosts a series of professional development, teaching, and policy conferences. The FACCC Advocacy and Policy (A&amp;P) Conference is its flagship event. Day one of the conference focuses on key issues facing community colleges, with an emphasis on budgetary and legislative concerns. Day two students and faculty do advocacy training and conduct legislative visits.</p> <p>De Anza has been sending a delegation of students and faculty to the FACCC A&amp;P Conference for at least 11 years. Foothill also sends a delegation. We work together in advance of the conference to ensure the district delegation is trained in advocacy. VIDA's Public Policy School interns now lead the training. DASG has funded participation in the FACCC A&amp;P Conference for many years. It is a collaborative effort between the student governments (DASG and ASFC) and faculty.</p> <p>There is no other program like the FACCC A&amp;P Conference. It is unique because it is the only conference in the state of California that brings together students and faculty to advocate on behalf of California community colleges. The FACCC A&amp;P Conference is important because it is a place where students and faculty work together to advance our collective interests. There is considerable overlap between student interests and faculty interests. Student learning conditions are faculty working conditions. Students want and need a high-quality educational environment that is accessible, affordable, and that provides necessary support services. Faculty/staff want and need resources and support to best promote student success. We need to engage in political struggle together if we are to ensure students, faculty, and our institutions get what they need to fulfill their mission.</p>
2.	<p>How will your program expand students' perspectives and positively impact their lives and the community? (250 words max)</p>	<p>The FACCC A&amp;P Conference expands students' perspectives by providing them an opportunity to learn about the California budget and politics as it pertains to community colleges. It positively impacts them by providing them an opportunity to network and caucus with peers from throughout the state, including SSCCC representatives, and to meet with their legislators to advocate on behalf of students and community colleges.</p>

	<b>Question / Inquiry</b>	<b>Program Response</b>
3.	Go through the most recent DASG Budget Guiding Principles and explain how your program fits each of them or as many as possible. Please do not merely copy and paste the DASG Guiding Principles. The DASG Budget Guiding Principles are available at <a href="http://www.deanza.edu/dasg/budget">www.deanza.edu/dasg/budget</a>	The FACCC A&P Conference meets all but one of the DASG budget goals for 2024-2025. The FACCC Advocacy and Policy Conference: helps students succeed and enables them to achieve their academic and personal goals at De Anza; promotes leadership, diversity, civic engagement, campus community development, academic skills development, environmental sustainability and equity among all students; benefits students during the fiscal year of the budget; benefits DASG members; serves students efficiently while maintaining quality; demonstrates efficient and effective use of the previously allocated funds; promotes student retention by enhancing the quality of education at De Anza; and, is a unique program that falls outside the purview of what should normally be funded by the college. The FACCC Advocacy and Policy Conference does not generate DASG Revenue, but students learn about California community college politics and develop vital advocacy skills.
4.	Explain how your program advertises and promotes itself to all students. Has your program made extra effort to market and reach underserved students? If so, describe how. If not, describe what challenges your program faces in trying to do so. Provide a clear plan for the current academic year as well as any marketing material you will or have used.	We outreach to underserved students through program outreach, personal networks, presentations, and social media. Public Policy School interns organize our campus delegation and invite students from the FA-PAC Internship Program, DASG, and others to participate. Of course, the size of the delegation is contingent on the amount of money allocated to support student participation.
5.	Explain how your program promotes equity within the program and on campus. For example: equity training for all staff and student leaders, hiring from underrepresented communities, etc.	The program includes a diverse mix of student participants. At the conference, students further develop their organizing and advocacy skill set. In doing so they increase their efficacy and their ability to fight for their interests. When students advocate effectively, they are more likely to obtain the resources and policies necessary to promote equity and social justice. We see the Conference as directly connected to the equity mission of the college. Our goal is student empowerment.
6.	How has your program adapted to providing its services online? Alternatively, please provide a clear plan for how your program would provide online services if needed in the future.	The A&P Conference was entirely virtual in 2021. It returned to an in-person event in 2022, without in-person legislative visits, because the Capitol was still observing COVID protocols. We carried out legislative visits both years virtually via Zoom. The 2023 Conference and legislative visits were in-person; we anticipate the same for 2024 and 2025.

	<b>Question / Inquiry</b>	<b>Program Response</b>
7.	Please indicate which object codes are critical for DASG to fund this year. Please do NOT list down all of the object codes.	<p data-bbox="773 140 1487 352">Both Food/Refreshments and Domestic Conference and Travel are essential to making student participation in the Conference possible. This is a two-day conference; the conference provides lunch on Sunday and breakfast on Monday, but dinner Sunday and lunch and dinner on Monday need to be provided to student participants.</p> <p data-bbox="773 390 1487 451"><b>This proposal reflects a request for a student delegation of 10 and five meals.</b></p>

## Data Sheets/Attachments

Please attach supporting documents of the following questions and list the document names accordingly.

Covering all the bullet points will be beneficial for our review process. IF attachment is not required or missing, please give your thorough answers below.

**Everything submitted will be publicly available online.**

	Question / Inquiry	Document Name / Additional Response
1.	<p>ENROLMENT</p> <ul style="list-style-type: none"> <li>• Number of total AND new active students over the past 3 years</li> <li>• Number of enrolments retained (stayed for more than a quarter)</li> <li>• Number of students enrolled in online services</li> <li>• Does your program serve a certain demographic or the whole De Anza population?</li> <li>• Racial demographics (if possible)</li> </ul>	<p>An estimated 45 students attended the FACCC A&amp;P Conference over the last 3 years. When it comes to participation, the De Anza delegation typically includes representatives of DASG, Public Policy School, and the FA-PAC Internship Program. In terms of racial/ethnic demographics, there has been considerable POC representation, including Latinx, Asian-American, and African-American students in the De Anza delegation.</p>
2.	<p>STUDENT FEEDBACK</p> <ul style="list-style-type: none"> <li>• Attach student feedback forms, surveys, etc.</li> <li>• How has your program responded to suggestions made by students in the previous year?</li> </ul>	<p>We solicit feedback yearly from students who attend the Conference. We adjust our preparation, training, and participation accordingly. For example, in years past, students have called for student-led panels and sessions, and these have become an integral part of the Conference. Moreover, students have called for a community agreement, which will be integrated into the 2024 (and presumably subsequent) Conference(s). We've made another change this year based on student feedback. We're requesting two-nights of hotel funding so that students can carpool up on Saturday afternoon, spend the night at the Conference site on Saturday, and be rested and ready for the Conference start on Sunday morning. Given the increased costs associated with the additional night of hotels, we've reduced the size of the delegation accordingly.</p>
3.	<p>FUNDING</p> <ul style="list-style-type: none"> <li>• List any funding from the college, sources of income, any grants, and any other source (include ALL Account Numbers, Account Names, Account Balances, and Account Purposes/Restrictions)</li> <li>• Attach account reports of all sources of funding</li> </ul>	<p>There are no other sources of funding for student participation in the FACCC A&amp;P Conference.</p>

### **Signatures are not Required for this Application**

Signatures are not required for this application; however, the Administrator should still review and approve the application and should be copied on the email submitting the application. **The Budgeter and Administrator cannot be the same person.** Applications must be typed and submitted via email along with any attachments. For accessibility, applications and attachments must be submitted in the original file formats when available (Word, Excel, etc.) (not scans, images, or PDFs; signatures are not required). The applications and attachments may be submitted as separate files.

### **Signatures that are Required for Utilizing Funds**

All future 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 DASG 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.**

### **Budgeter and Administrator Information**

For DASG accounts the Budgeter is the person directly responsible for managing the account program and the Administrator is the person over them.

Budgeter's Name:	<u>Bob Stockwell</u>
Phone Number:	<u>831-239-4343</u>
Email:	<u>stockwellrobert@fhda.edu</u>
Relationship to Project:	<u>faculty advisor</u>
Position on Campus:	<u>Political Science Instructor</u>
Administrator's Name:	<u>Elvin Ramos</u>
Phone Number:	<u>408-864-5302</u>
Email:	<u>ramoselvin@fhda.edu</u>
Relationship to Project:	<u>Division Administrator</u>
Position on Campus:	<u>Dean of Social Sciences and Humanities</u>