ASSOCIATED STUDENTS, INC.
CAL STATE SAN MARCOS

ASI Internal Operations Committee 26 - 04

Friday, February 13th, 2026 | 2:30-4:00pm
Location: ASI Conference Room (USU 3700)
Posted: Tuesday, February 10th , 2026

2025/2026 IO Committee

Voting Members
Anahi Martinez Perez
Chair & Vice President of Finance & Operations

Elaine Pollard
President & CEO
Vice Chair

Itsarely Palma Castillo
CoBA Representative

Joel Carillo
CoBA Representative

Bailey Salazar
CEHHS Representative

Morgan Harris
CSTEM Representative

Anthony Luna
Student At Large Representative

Gabriel Bello
Student At Large Representative

Elijah Encinias
Student At Large Representative

Advisors
Annie Macias
ASI Executive Director

Talisha St. John
ASI Business Operations Analyst

Deborah Davis
Director of Auxiliary Financial Services

ITEM	SUBJECT	PRESENTER
01	**Call to Order** 2:31pm	Anahi Martinez Perez Chair & Vice President of Finance & Operations
02	**Roll Call** Present: Anahi, Elaine, Itsarely, Joel, Bailey, Morgan, Talisha, Deborah Absent: Annie	Anahi Martinez Perez Chair & Vice President of Finance & Operations
03	**Recognition of Guests** Cameron Munn, ASI VPSUA	Anahi Martinez Perez Chair & Vice President of Finance & Operations
04 **Action**	**Approval of Agenda** No Edits Will of the Chair, Consent Vote None Opposed Agenda Approved	Anahi Martinez Perez Chair & Vice President of Finance & Operations
05 **Action**	**Approval of Minutes** No Edits Will of the Chair, Consent Vote None Opposed Agenda Approved	Anahi Martinez Perez Chair & Vice President of Finance & Operations
06 **Information**	**Open Forum*** None	Anahi Martinez Perez Chair & Vice President of Finance & Operations
07 **Information**	**Overview of ASI Budget Timeline** **Description:** Review of the ASI Budget Timeline for the 26/27 fiscal year. **Fiscal Impact:** None See attached for document reviewed Talisha – The dates will for 25/26 will need to be changed to 26/27	Anahi Martinez Perez Chair & Vice President of Finance & Operations

08 **Information**	**Overview of ASI Mid-Year Budget** **Description:** Review of ASI Budget to Actuals for 25/26 Fiscal Year **Fiscal Impact:** None See attached for document reviewed Elijah – Is there an investment breakdown to see what types of investments ASI is involved in? Deborah – Not in the ASI books, but on campus side as they do the investments as a part of the whole 23 CSU campuses to gain more investment power	Talisha St. John ASI Business Operations Analyst
09 **Information**	**Announcements** Anahi – ASI Election Applications are open now through February 25th until at 5pm!	Anahi Martinez Perez Chair & Vice President of Finance & Operations
10 **Action**	**Adjournment** At the Will of the Chair, the meeting was adjourned at 2:52pm	Anahi Martinez Perez Chair & Vice President of Finance & Operations

I, Matthew Arguello, 26/27 ASI VPFO, hereby certify that the above minutes were approved by Board of Directors Internal Operations of Associated Students, Inc., at a regularly scheduled meeting held on March 13th, 2026 (see all minutes from 25/26)

Matthew Arguello
Matthew Arguello (May 21, 2026 14:04:54 PDT)

05/21/2026

Public comment will be limited to a maximum of 5 minutes per guest. Chair will determine allocated amount per meeting

Note: In accordance with CSU EO 1000 – Delegation of Fiscal Authority and Responsibility

Date	Description
Friday, January 23, 2026	Budget request email will be sent out to all ASI.
January 26- 30, 2026	ASI Supervisors will meet with their students from the ASI entities to review prior year expenses to actuals, discuss needs and begin developing a budget.
February 2-6, 2026	Each department supervisor will meet with the ASI Business Operations Analyst to review their proposed budget.
Friday, February 13, 2026	All budget proposals need to be submitted to the ASI Business Operations Analyst.
Tuesday, February 24, 2026	Submission to the Internal Operations Committee Chair as an action item for the Internal Operations Committee's agenda.
Friday, March 13, 2026	Internal Operations Committee meets to determine new initiatives and review the proposed ASI master budget for Fiscal Year 2025/2026. All departments should have a student representative in attendance to present their requested budget.
Monday, March 16, 2026	ASI VPFO submits to Board of Directors (BOD) Chair and Chief of Staff as an action item to the Board's agenda.
Friday, March 20, 2026	BOD reviews and approves 2025/2026 ASI Master Budget.
Friday, April 17, 2026	IO meeting reserved for budget adjustment if the budget is not approved by the BOD on March 21st.
Friday, April 24, 2026	BOD meeting reserved for budget adjustment if needed.
Monday, April 27, 2026	ASI memo, 2025/2026 approved budget narrative, signed BOD minutes due to CSUSM VPFA and VPSA for review.
Monday, May 4, 2026	ASI memo, 2025/2026 approved budget narrative, signed BOD minutes due to CSUSM President for signature.