

POLICY 18

PALOMAR ASSOCIATED GOVERNMENT FINANCIAL LIAISON

As stated in (Article I, Section 2) of the Bylaws, the ASG board will act as the standing budget committee. A senator shall be appointed by the President as the ASG Financial Liaison and ratified by the ASG board. This person shall be responsible for the following duties:

- Clause I.** Provide general supervision of all ASG fiscal matters in cooperation with the Advisor and/or Office of Student Affairs.

- Clause II.** Provide liaison between the OSA and the ASG regarding fiscal matters, and sign all "Requisition For Funds" forms pertaining to Associated Students Trust Fund (71) and Student Representation Fee Fund (72) of the Palomar Community College District Budget.

- Clause III.** Monthly reports can be obtained from the Office of Student Affairs or Palomar College Fiscal Services. The ASG Financial Liaison will provide a monthly report to the ASG board on:
 - a. ASG related expenditures for the preceding month.
 - b. The balance of Fund 71 and 72 income accounts.
 - c. The balance of Fund 71 and 72 expense accounts.

- Clause IV.** Annual reports can be obtained from the Office of Student Affairs or Palomar College Fiscal Services. The ASG Financial Liaison will provide a yearly report to the ASG board on:
 - a. ASG related expenditures for the preceding fiscal year.
 - b. The balance of Fund 71 and 72 income accounts.
 - c. The balance of Fund 71 and 72 expense accounts.