



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Facilities & Sustainability Committee**

Zoom: <https://csusb.zoom.us/j/88135160112>

In-Person: SUN-3305

November 7, 2024 – 12:00pm

MINUTES

Members Present: Sasha Baltazar, Joselyn Gutierrez, Shardul Kulkarni, Ayanna McAlister, Isaias Mendoza-Placencia, Jocelyn Paz, Anthony Roberson, Diana Ruiz.

Members Absent: Sean Kinnally

Guests Present: Elizabeth Junker, Camryn Stevens, Katie Wallen

Call to Order: Meeting called to order by Chair Mendoza-Placencia at 12:04 p.m.

Roll Call: Roll call was conducted, and quorum was confirmed.

Open Forum: Camryn Stevens, representing Black Campus Ministries, shared concerns regarding the availability of dedicated meeting spaces on campus for faith-based organizations. Anthony Roberson and members of the committee offered assistance in securing consistent space for such groups.

Approval of Minutes: There were no previous minutes to approve for this meeting.

Adoption of Agenda: M/S Roberson/Kulkarni motion to adopt agenda.
Motion passed.

OLD BUSINESS:

FS 02/25 Graduate Student Success Center Space Proposal (Action, Wallen)

M/S Roberson/Jenkins motion to open FS 02/25 Graduate Student Success Center Space Proposal.

Mr. Roberson deferred the time to Ms. Wallen to provide a brief presentation about the GSSC's space proposal. Following the presentation a discussion took place among the committee members regarding the proposed repurposing of the Interfaith Center as additional space for the Graduate Student Success Center. Key points raised included: Current low usage of the Interfaith Center, benefits of additional

dedicated study space for graduate students, and concerns about preserving space for faith-based activities. After a discussion, the proposal was put to a vote.

VOTE: 5 In-Favor 0 Opposed 2 Abstentions

Motion passed.

NEW BUSINESS:

FS 05/25 Implementation of Heritage Month Policy and Submission Form (Action, Roberson)

M/S Roberson/Kulkarni motion to open FS 05/25 Implementation of Heritage Month Policy and Submission Form.

Mr. Roberson presented the Heritage Month Policy and proposed submission form. Mr. Roberson clarified that once the submission form is submitted and the requester meets with the Scheduling office this committee will vote to approve or deny the request. If approved by the committee, Dr. Marquez would disseminate the policy and submission form to heritage month committees. Feedback received from committee members included:

- Accessibility Requirements: Add a question to specify any accessibility requirements needed for events.
- Policy Review Question: For the question, “Have you reviewed the SMSU Facilities Use Policy for Heritage Month Celebrations before your submission?” add a drop-down option with ‘Yes’ and ‘No’ responses.
- For the marketing question, “Please specify the audience you will be marketing to for this event,” provide a Check all that apply format (e.g., Students, Staff, Faculty, Community Members, Other: [Fill-in section]).
- Contact Information: Include clear contact information on the survey for follow-up questions.
- Information Verification: For the section “Please acknowledge that all the information provided is correct,” consider adding a drop-down with ‘Yes’ and ‘No’ options, or a signature/initial field for confirmation.
- Proposal Disclaimer: Add a clause at the beginning of the survey stating that this submission is a proposal until the requester meets with the Scheduling Office.
- Likert Scale Clarity: Adjust the Likert scale section to add labels above each end (e.g., "1" as "Disagree" and "5" as "Agree") to clarify the range for respondents.

Mr. Roberson clarified that the accessibility and logistics questions would be addressed during the meeting with the scheduling office.

FS 06/25 SMSU South Projects (Discussion, Roberson)

FS 07/25 Space Usage Overview (Discussion, Roberson)

M/S Kulkarni/McAlister motion to table FS 06/25 and FS 07/25 FSC 12/24 to the next meeting.
Motion passed.

Announcements No announcements provided.

Adjournment

M/S Paz/Kulkarni motion to adjourn meeting at 1:00pm.

Reviewed and respectfully submitted by:

Isaias Mendoza-Placencia, Chair

Date