Members Present: Dionely Acosta, Drew Allensworth, Hamid Azhand, Tejwant Brar, Jodi Buckley, Aaron Burgess, Riane Castro, Dr. Mary Fong, Dr. Josephine Mendoza, Prince Ogidikpe, Derick Prince, Dr. Alysson Satterlund, Tracie Ventimiglia

Members Absent: Andrea Davalos, David Friedman

Staff Present: Francisco Alfaro, Kimberly-Anne Anacloto, Susan Avery, Bilal Azhand, Alfredo Barcenas, Jasmine Bustillos, Adonis Galarza-Toledo, Tamara Holder, Sean Kinnally, Jessica Madrigal, Monica McMahon, Maria Najera-Neri, Dr. Lynn Nester, Andi Okoh, Michael Palacios, Anthony Roberson, Juan Serrato, Richard Strawter, Giacomo Thillet, Alicia Ureste, Justin Wells, Michael Wong

Guests Present: Jenny Pham, Joseph Premdas, Rowena Woidyla

Call to Order: The meeting was called to order at 10:11 a.m.

Roll Call: A verbal roll call of attendees was conducted.

Approval of SMSU Board of Directors Minutes from March 8, 2018.

M/S Buckley/Allensworth to approve the SMSU Board of Directors minutes from March 8, 2018.

Motion passed.

Reports:

Chair: Ms. Castro informed the Board that due to time constraints, the Executive Director, Marketing & Programs, Operations, Recreation & Wellness, and Board Representative reports would not be presented, but could be found in the Board binders. Ms. Castro reported she was able to attend the Student Leadership Dinner in partnership with ASI. At the event, she had the opportunity to present Recreation & Wellness Center and Student Union accomplishments to
Campus Administration. Ms. Castro also shared that she and Ms. Buckley attended ACUI and attended valuable sessions and workshops.

Open Forum:

Ms. Madrigal commented that she received feedback from participants requesting that Vendor Days take place twice a week instead of only once a week. The Board will discuss this recommendation at a later date.

Adoption of Agenda:

M/S Buckley/Prince to amend the agenda to remove item SMSU 40/18 Satellite Television Provider Proposal (Action, Acosta) and to add item SMSU 45/18 SMSU/UEC Sublease Revisions (Action, Acosta) to be placed on the agenda after item SMSU 42/18.

The amended agenda was approved.

NEW BUSINESS

SMSU 37/18 AAPI Center Proposal (Action, Castro)

M/S Prince/Brar to approve the AAPI Center Proposal.

Ms. Castro shared the process involved in approving the creation of a center, including being approved by the Facilities Committee, the Vice President of Student Affairs, and lastly the SMSU Board of Directors. Mr. Burgess shared the opportunity he had to attend several meetings pertaining to the AAPI Center creation and commended the students for the passion they have demonstrated under Ms. Moore’s direction and leadership.

Joseph Premdas, President of Lubos PASO commented that he is extremely passionate about creating the AAPI Center because of the important service it would be providing to his community. Mr. Premdas discussed the difficulties faced by the AAPI community and how creating this center is one way for CSUSB to help alleviate some of those challenges. Jenny Phan expressed that opening the Center would provide a space where AAPI students could foster a sense of belonging and find resources. Justin Wells noted that working at the Cross Cultural Center has afforded him the opportunity to witness both the LatinX and First Peoples’ Center being created. He also mentioned that he is deeply rooted in both of his cultures and helping to create a Center that honors his culture is very important to him. Ms. Moore shared that opening the Center was important to her because it is important to the students. The students shared the mission of the Center and the overview of how the Center would support the SMSU and the Division of Student Affairs’ strategic plans. Mr. Burgess indicated that the SMSU would not limit its research to CSUs when developing the purpose and mission of the AAPI Center, but rather research best practices nationwide. The students presented on the four primary goals of the AAPI Center, campus demographics, AAPI statistics, and the need for cultural awareness and resources for the AAPI community. Additionally, the Center aims to increase CSUSB presence and support at national API conferences. Several letters of support for the AAPI Center were shared with the Board.
Rising count 13 – 0 – 0. Motion passed.

SMSU 38/18  ASI Letter of Support (Action, Castro)

M/S Ogidikpe/Buckley to approve the ASI Letter of Support.

Mr. Barcenas presented the details surrounding ASI’s campaign aimed at educating students about a potential CSU tuition increase. ASI has launched their campaign and is collecting letters in attempts to prevent the tuition increase from taking effect. The letters from students will be sent to Governor Jerry Brown, Assembly members, and the CSU Board of Trustees. The first phase for ASI was launching the campaign, the second was informing students, and the third was garnering support from student led organizations. ASI has asked the SMSU to participate in the campaign by offering a letter of support. Mr. Barcenas encouraged those that had not had the opportunity to visit the website, to visit Stoptheincrease.org. Mr. Barcenas commented that CSUSB was the only CSU to have an operational website aimed at preventing the tuition increase. Melissa Patton presented the campaign at CSSA which resulted in other CSU campuses wanting to participate. Mr. Azhand noted that the focus is two-fold, one is preventing the tuition increase, but the other is ensuring that the Governor does not cut the CSU budget. Ms. Buckley asked if the letters are being sent electronically or physically. Mr. Barcenas clarified that physical letters are being sent to Sacramento individually as it more difficult to overlook a stack of letters rather than an email or a bulk package. Dr. Satterlund congratulated ASI and commented on the budget briefing she received at the Chancellor’s Office. She noted that there is not a lot of variation in the funds that the CSU receives; therefore, they are discussing preparing budget cuts for staff and faculty, reminiscent of the budget cuts that took place in 2008-2010 which resulted in tapping into student success fees to offset the funds no longer being received by the State. Dr. Fong commented that during the recession, the faculty increased the number of students in classes and cut salaries. Mr. Ogidipke commented that international students will suffer if a tuition increase takes effect as they are responsible for paying their entire tuition without financial aid. Dr. Mendoza recommended enlisting support from affinity centers, student organizations, and alumni.

Rising count 13 – 0 – 0. Motion passed.

SMSU 39/18  RWC Position Revisions (Action, Castro)

M/S Buckley/Prince to approve the RWC Position Revisions.

Dr. Nester shared with the Board that Mr. Oswood’s position description needed to be revised to include the full scope of the “Outdoors Program” which will be renamed the “Adventure Program” as it consists of the Climbing Wall, Leadership Challenge Course, equipment rentals, and adventure trips. Dr. Nester recommended updating the position description and title to “Adventure Program Coordinator.”
SMSU 41/18  Review of Investments and Investment Income (Action, Acosta)

M/S Ventimiglia/Prince to approve the Investments and Investment Income Report.

Ms. Najera-Neri reviewed the investment and investment income with the Board. She highlighted the increase in revenue as Spring Quarter has commenced and student fees have been allocated. Additionally, Recreation & Wellness Repair & Replacement has transferred $1,000,000 to the expansion fund.

Rising count 12 – 0 – 1. Motion passed.

SMSU 42/18  New Statue Discussion (Discussion, Burgess)

Mr. Burgess commented on the opportunity to place a new statue on Campus Walk as the Student Union will be expanding. He presented the options of moving the existing statue to that space or commissioning the creation of a new statue. Ms. Buckley suggested having a student artist design the new statue if the Board decided to create another statue. Mr. Azhand discussed the feasibility of asking a student to design the statue in terms of meeting a specific deadline and producing a sophisticated piece for the campus. Dr. Mendoza recommended connecting with the Art Department prior to asking a student to design the piece. Mr. Azhand added that the cost for relocation as well as filling the void space that removing the statue would create need to be considered prior to making a decision to relocate Wild Song. The Board agreed to table the discussion for a later date following a conversation with the Art Department.

SMSU 45/18  SMSU/UEC Sublease Revisions (Action, Acosta)

Ms Allensworth/Ogidipe to approve SMSU/UEC Sublease Revisions.

Mr. Burgess commented on the decision to move away from a percentage of gross sales model to a flat rate and eventually to a price per square foot model with the potential to bring in $1,300,000 to the Student Union over the next three years. Mr. Burgess added that the square footage leased out to UEC was likely to increase following the expansion which would result in additional revenue. Mr. Azhand asked about the custodial, electrical, and utilities use agreement in place with UEC. Mr. Burgess clarified that UEC is responsible for paying for their portion of utilities as their water and electrical use is metered. Additionally, the SMSU and UEC agreed that the SMSU maintenance team will be responsible for the portions of space where customers walk through, but not the kitchen and back of house. Dr. Fong clarified that the second sentence should read, “per month per year.”

Rising count 13 – 0 – 0. Motion passed.

SMSU 43/18  First Reading 2018-2019 RWC Budget (Action, Acosta)

M/S Buckley/Allensworth to approve the First Reading 2018-2019 RWC Budget.

Mr. Azhand and Dr. Mendoza left the meeting.
Ms. Okoh reviewed the 2018-2019 proposed Recreation & Wellness budget with the Board. Ms. Okoh noted that the change in revenue was not significant, but was moved to the reimbursement for personnel services to ensure transparency. The revenue for the Marketing Department, the Group Exercise Department, and the Outings and Intermural staff department decreased based on the revenue collected in 2017-2018 and the operations budgets for those departments were adjusted accordingly. Ms. Okoh commented that the Leadership Challenge Cours is self-sustaining and has increased their budget as they collected more revenue than was previously projected. Ms. Okoh clarified that the differences in the Personal Training Department budget was a result of the Assistant Director of Fitness and Wellness not being previously accounted for in how that department would operate. The training program has not staffed as many personal trainers as in previous years, but is working to build their staff with the added certification. Mr. Burgess asked about if in previous years personal trainers were independent contractors. Ms. Okoh clarified that some were student assistants and some were not; under the new personal training development course developed by the Assistant Director, students are able to become certified personal trainers. Mr. Allensworth commented that ordering the long sheet by account names would be helpful in following along. Ms. Okoh noted that for the second reading she will provide a printout listing the specific changes. Mr. Burgess highlighted on the intentional decision to have no growth in programs in preparation for the expansion; however, the Corporation does not have control over benefit costs and those are adjusted accordingly. Ms. Castro asked about the cuts to the Group Exercise budget. Ms. Okoh and Dr. Nester replied that the decrease in revenue in that department resulted from the decision to certify trainers and only employ certified trainers to maintain industry standards. The new budget reflects a more realistic view of the revenue being collected by that department. Ms. Najera-Neri shared with the Board that they can come to her or Ms. Okoh with additional questions regarding the budget as it was the first time members that are not on the Finance and Contracts Committee were reviewing the proposed budget.

Rising count 10 - 0 - 1. Motion passed.

**SMSU 44/18 First Reading 2018-2019 SMSU Budget (Action, Acosta)**

M/S Buckley/Prince to approve the First Reading 2018-2019 SMSU Budget.

Ms. Acosta left the meeting.

Ms. Najera-Neri noted that the line items that are increasing are mandatory costs such as student assistant wage increases, full-time staff wage increases, and benefit increases. Even though cost allocation numbers have not been provided by the campus, the Corporation is predicting a 6% increase which will impact the budget. Dr. Satterlund recommended incorporating a presentation by Dena Chester or the cost allocation designee to the Board before the last Board meeting to ensure the Board understands the cost allocation process and to operationalize transparency for Stateside to be accountable to Board and explain the cost allocation formula. Mr. Burgess noted that printing services will increase by 25% as they were not previously accounting for staffing costs; however, Mr. Burgess ensured the Board that competitive bidding will take place for duplicating services and other services to ensure the Corporation is getting the best price for services rendered. Ms. Najera-Neri noted that the Corporation is fully staffed which is reflected in the budget. The operating expenses for the Administrative Office have increased specifically
in regards to travel. Mr. Allensworth asked about the Audio Visual expenses; Ms. Najera-Neri explained that there is the possibility of converting the temporary Audio Visual position into a full-time position. Mr. Prince asked about if the entire staff was included in the 2% and 4% increase for staffing costs for the RWC and SMSU respectively and if the budget reflects unexpected costs. Mr. Burgess clarified that if the Corporation ever needs to pull from reserves, those decisions are brought before the Board for consideration. Mr. Burgess commented on the structure of training Board members on the budget at the end of their term and the plan to incorporate this training during the summer on-boarding program. Ms. Najera-Neri reiterated her offer to have members come to her or Ms. Okoh with any detailed questions or concerns about the budget.

Rising count 9 - 0 – 1. Motion passed.

**Announcements:** Mr. Burgess thanked Mr. Azhand for his service to the Board of Directors and shared the pivotal role he played in the ongoing Student Union expansion and construction project. The Board thanked Mr. Azhand and wished him well on his retirement. Ms. Castro announced that Mr. Summerville resigned from the Board of Directors and Mr. Tejwant Brar will be serving on the Board as his replacement. Mr. Burgess invited the Board to attend the Sustainability Manager interview taking place at 1:00 p.m. today.

**Adjournment:** The meeting was adjourned at 11:56 a.m.

Minutes reviewed and approved by:

[Signature]

Dionely Acosta, Secretary, SMSU Board of Directors

05/9/18