SANTOS MANUEL STUDENT UNION BOARD OF DIRECTORS
GENERAL MEETING
October 01, 2025 – 3:30pm
Student Union North, Student Chambers
Zoom: https://csusb.zoom.us/j/85875529320

MINUTES

Members Present:	Anjali, Vilayat Del Rossi, Sophia Garcia, Jose Hernandez, Sukhpreet Kaur, Edgar Lopez, Jessica Lu, Jocelyn Paz, Cintiantl Rangel-Canseco, Diego Rendon, Kimberly Rosas, Matthew Smith, Robinpreet Waraich
Members Absent:	None
Staff:	Monica Baeza, Sasha Baltazar, Jasmine Curtis, Josie Delgado, Jared Fisk, Elizabeth Junker, Sean Kinnally, Sonia Martinez, Maria Elena Najera-Neri, Mario Orellana, Mark Oswood, Jennifer Puccinelli, Mike Rister,
Guest:	None
Call to Order:	The meeting was called to order at 3:37 pm.
Roll Call:	A verbal roll call for members was conducted. Quorum was met.
Approval of Minutes:	M/S Paz/Rangel-Canseco motion to approve SMSU Board of Directors meeting minutes from September 3, 2025. *Motion passed.*

Reports:

Interim Executive Director Del Rossi highlighted recent organizational accomplishments, including major events and the receipt of the NASPA external review draft, with plans to present final recommendations to the Board. Vice Chair Jocelyn Paz shared student feedback, noting praise for event programming and communications, along with constructive input related to event maintenance, campus resources, and perceptions of SMSU partnerships.

Open Forum:

During open forum, committee members shared student feedback gathered through a recent on-campus survey focused on Recreation & Wellness facilities and services. Key takeaways included student interest in extended gym hours, updated fitness equipment, additional group classes such as Pilates and weight training, and improved vending machine options with healthier drinks and snacks. Students also expressed curiosity about using the saunas and requested better advertising for this amenity. Wi-Fi issues at the Recreation Center were also noted as a barrier to accessing services like the survey itself. Additionally, a concern was raised regarding campus parking enforcement policies, particularly in cases where a student loses access to their registered vehicle and must temporarily use another. Suggestions included exploring more flexible permit options. Chair Jose reminded attendees that open forum is for discussion only, and actionable items would need to be submitted for future agendas or committee review.

Adoption of Agenda: M/S Rosas/Rangel-Canseco motion to adopt agenda for October 01, 2025 as presented.
Motion passed.

OLD BUSINESS

SMSU 03/26 SMSU Board Goal Themes & Strategic Alignment Overview (Discussion, Del Rossi)

M/S Del Rossi/Waraich; motion to open SMSU 03/26 SMSU Board Goal Themes & Strategic Alignment Overview.

The Board engaged in a discussion on the strategic goal themes initially developed during the summer retreat, focusing on how they align with SMSU's ongoing initiatives and the CSU system's strategic plan. Interim Executive Director Del Rossi introduced a set of guiding questions to help board members reflect on how future proposals could align with the established goals. Student leaders shared feedback and raised suggestions for clarifying certain priorities, including career advancement, student safety, and emotional well-being in the workplace. The conversation also touched on ideas to create student-led projects, address mentorship gaps, and ensure inclusive access to co-funded campus resources. The board agreed to continue refining the goal themes through the newly established Strategic Planning Committee, which will meet monthly and report back regularly. Members were encouraged to submit input through committee representatives or staff liaisons.

SMSU 10/26 Appointment of Student Representatives to Finance and Contracts Committee (Action, Hernandez)

M/S Paz/Rendon; motion to open SMSU 10/26 Appointment of Student Representatives to Finance and Contracts Committee.

The Board revisited the tabled action item to appoint student representatives to the Finance and Contracts Committee. Interim Executive Director Del Rossi explained that the committee currently includes two student representatives and two staff members, and emphasized the goal of maintaining a student-majority membership. The committee's role was reviewed, including responsibilities such as developing the annual budget, meeting with auditors, and reviewing financial matters. Maria Najera-Neri, Budget Analyst, nominated student assistant Rachel Liu to serve on the committee, citing her interest in finance, and board member Kimberly Rosas also self-nominated.

M/S Del Rossi/ Waraich; motion was made to amend action item SMSU 10/26 to read Appointment of Rachel Liu and Kimberly Rosas as student representatives to the Finance and Contracts Committee.
Motion passed.

M/S Paz/Rangel-Canseco; motion to approve item as amended.
Motion passed.

SMSU 11/26 Appointment of Student Representatives to Strategic Planning Committee (Action, Hernandez)

M/S Rendon/Garcia; motion to open SMSU 11/26 Appointment of Student Representatives to Strategic Planning Committee.

The Board considered and voted on membership of the Strategic Planning Committee. Interim Executive Director Del Rossi emphasized the significance of the committee as SMSU enters a new strategic planning cycle that will guide the organization's direction over the next five to seven years. The committee will incorporate findings from the recent NASPA external review and internal assessments, with monthly meetings scheduled to begin later this month. Several nominations were received, including student and staff representatives such as Edgar Lopez, Vice Chair Paz, Anjali, Benjamin Fejzic, and Mike Rister. Mike Rister is a tentative addition pending the review of ASI and SMSU Bylaws to ensure there is no conflict of interest. Members also discussed the ongoing opportunity to add participants throughout the year and briefly addressed student engagement and incentive considerations.

M/S Del Rossi/Waraich; motion to amend action item SMSU 11/26 to read Appointment of Edgar Lopez, Vice Chair Paz, Anjali, Benjamin Fejzic, and Mike Rister.
Motion passed.

M/S Del Rossi/Waraich: motion to approve item as amended.
Motion passed.

NEW BUSINESS

SMSU 12/26 SMSU Board Member Introductions - Dr. Matthew Smith and Jessica Lu (Informational, Del Rossi)

M/S Del Rossi/Paz; motion to open SMSU 12/26 SMSU Board Member Introductions - Dr. Matthew Smith and Jessica Lu.

The Board formally welcomed Dr. Matthew Smith, Associate Vice President and Dean of Students, and Ms. Jessica Lu as the University President's representatives on the SMSU Board of Directors. Ms. Lu, returning for a third year, expressed her appreciation for the opportunity to continue supporting student initiatives. Dr. Smith shared his enthusiasm about joining the board and returning to his alma mater, highlighting his background in student affairs and his commitment to student advocacy. Both representatives expressed their eagerness to contribute to the board's work and support for the community.

SMSU 13/26 Appointment of Swikar Pkharel and Haley Yee to the Facilities and Sustainability Committee (Action, Hernandez)

M/S Del Rossi/Waraich; motion to open SMSU 13/26 Appointment of Swikar Pkharel and Haley Yee to the Facilities and Sustainability Committee.

The Board considered the appointment of Swikar Pkharel and Haley Yee to the Facilities and Sustainability Committee. Although the committee is currently fully staffed, the item was brought forward individually to provide an opportunity for any additional nominations or discussion before finalizing the roster. The appointments were presented for consideration.

Motion passed.

SMSU 14/26 Appointment of Vanessa Fernandez Cerriteno and Victoria Reyes to the Recreation and Wellness Committee (Action, Hernandez)

M/S Waraich/Rangel-Canseco; motion to open SMSU 14/26 Appointment of Vanessa Fernandez Cerriteno and Victoria Reyes to the Recreation and Wellness Committee.

Vanessa Fernandez Cerriteno and Victoria Reyes were brought forward for consideration to appointment to the Recreation and Wellness Committee. During the meeting, an additional nomination was made to include Gedeon Bulenda as a student representative. With inclusion of these three students, the only remaining vacancy on the committee is the faculty representative seat, which is currently pending nomination through Faculty Senate.

M/S Del Rossi/Anjali motion to amend SMSU 14/26 to read Appointment of Vanessa Fernandez Cerriteno, Victoria Reyes, and Gedeon Bulenda to the Recreation and Wellness Committee.
Motion passed.

M/S Rosas/Rangel-Canseco; motion to approve item as amended.
Motion passed.

SMSU 15/26 Appointment of Dr. Matthew Smith to the Personnel Committee (Action, Hernandez)

M/S Rendon/Rangel-Canseco; motion to open SMSU 15/26 Appointment of Dr. Matthew Smith to the Personnel Committee.

The nomination was brought forward to appoint Dr. Smith to the Personnel Committee as the President's designee and Board Representative. With his appointment, the committee's membership is now complete. The item was opened for consideration and discussion.

Motion passed.

SMSU 16/26 Appointment of Representatives to the Policies and Procedures Committee (Action, Hernandez)

M/S Del Rossi/Kaur; motion to open SMSU 16/26 Appointment of Representatives to the Policies and Procedures.

The Board discussed the current composition of the Policies and Procedures Committee, noting that it included two student representatives and two full-time staff members, and needed additional student appointments to meet a student majority. Given the committee's critical role in reviewing and updating key organizational policies, including the Bylaws, members emphasized the importance of participation. The committee meets monthly and has a full calendar of policy reviews scheduled. During the meeting, Robinpreet and Sukhpreet were nominated to serve as student representatives, helping move the committee toward achieving student majority. Additional potential student representatives from the affinity centers were discussed, but confirmation was deferred to a future meeting.

M/S Del Rossi/Rosas motion to amend SMSU 16/16 to read Appointment of Robinpreet Waraich and Sukhpreet Kaur as Representatives to the Policies and Procedures.
Motion passed.

M/S Waraich/Paz motion to approve item as amended.
Motion passed.

SMSU 17/26 Cell Phone Reimbursement Policy (Action, Policies and Procedures Committee, Anjali)

M/S Anjali/Waraich; motion to open SMSU 17/26 Cell Phone Reimbursement Policy.

The Board discussed a proposed Cell Phone Reimbursement Policy intended to align SMSU practices with CSU systemwide standards and California labor law. The policy would allow eligible full-time employees to receive monthly reimbursements—up to $50 for non-exempt and up to $85 for exempt staff—for work-related cell phone use. The anticipated annual cost is approximately $17,000, to be covered by existing departmental budgets without additional funding. Staff clarified that participation is optional, subject to director approval, and reimbursement would not apply to student employees. Questions were raised regarding eligibility for those on family plans, enforcement of employee responsibility, and the need for clear communication about after-hours contact expectations. The policy is designed to ensure compliance and fairness, while also providing flexibility based on operational needs. It was noted that the policy had been reviewed and recommended by the Policies and Procedures Committee.

Roll Call Vote: 10 - In-Favor 0 - Opposed 1 - Abstention
Motion passed.

<u>M/S Rosas/Waraich:</u> motion to extend meeting time to 5:15pm.

SMSU 18/26 Employee Reference Policy Proposal (Action, Personnel Committee, Paz)

<u>M/S Paz/Rangel-Canseco</u>; motion to open SMSU 18/26 Employee Reference Policy Proposal.

The Board reviewed a proposed new policy on employment references, which had been vetted by the Personnel Committee. The policy establishes clear procedures for how SMSU staff may provide both professional and personal references for current or former employees. It specifies that official SMSU letters of recommendation may only be provided when no active investigations or serious conduct issues exist, and personal references must be issued solely in a personal capacity—not on SMSU letterhead. Employment verifications from the organization will be limited to job title, duties, and dates of employment. The policy is intended to align with common auxiliary practices, protect the organization and individual staff members, and clarify the distinction between personal and professional references. Board members expressed appreciation for the clarification and guidance the policy provides.

<u>M/S Paz/Rangel-Canseco</u>; motion to approve SMSU 18/26.
Motion Passed.

SMSU 19/26 Volunteer Policy Proposal (Action, Personnel Committee, Paz)

<u>M/S Paz/Rosas</u>; motion to open SMSU 19/26 Volunteer Policy Proposal.

The Board reviewed a revised version of the SMSU Volunteer Policy, which had previously been evaluated by the Personnel Committee. The updated policy outlines clearer procedures and safeguards for volunteers, particularly those involved in high-risk activities such as adventure programs. Key additions include requirements for background checks, licensing, defensive driving certification, and clarification that volunteers are covered under workers' compensation. The policy aims to increase safety, ensure compliance with applicable regulations, and formalize expectations around volunteer roles. The financial impact is minimal, primarily related to compliance-related costs. The revision enhances risk management and support for volunteers across the organization.

M/S Paz/Rosas; motion to approve item.
Motion passed.

Announcements

- ASI launched "Your Howl Matters," a new feedback feature on their website for students to share input. Members were encouraged to promote it across centers and student groups.
- ASI is piloting in-person announcements on Coyote Walk using a megaphone to engage students outside of typical event hours. Members were asked to encourage clubs and centers to list events on Coyote Connection for visibility.
- An ASI-sponsored volleyball game was scheduled with free food available at Coussoulis Arena.
- ASI will host a Taylor Swift listening party for her new album on Wednesday, 12–2pm, in SMSU North Conference Center A.
- ASI finalized its student goals document, to be shared after October 10.
- ASI will begin awarding parking scholarships to students, made possible through the recent referendum.
- Appreciation was expressed for RecWell Committee who participated in recent tabling events to discuss facility feedback.
- Fall Fest is scheduled for next Thursday. A staff shuttle will depart at 3:30pm, with mileage reimbursement available for eligible personal travel.
- The recent "Open Climb" night event at the LCC was a success, drawing strong student and community participation. Attendees highlighted the snow cones and family-friendly atmosphere.
- Professional development opportunities were announced:
  - ACUI Regional Conference (Nov 6–8) – a van will be arranged; interest was requested soon to confirm travel logistics.
  - CSULA Student Leadership Conference (Nov 14, 9am–2pm) – open to the SMSU Board and ASI Board, offering networking with other student union leaders.

M/S Paz/Anjali; motion to adjourn meeting at 5:19pm.

Respectfully reviewed & submitted by

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Anjali, Secretary Date