



California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Thursday, October 8, 2020
Minutes

Members Present: Aaron Burgess, Elizabeth Corella, Dr. Daria Graham, Davina Lindsey, Graciela Moran, Andy Nguyen, Mario Pena, Shivraj Pisal, Dr. John Reitzel, Julia Ruiz, Dr. Marc Robinson, Marina Stone, Francine Vista

Members Absent: Tina Exum, Devyn Hayes

Staff Present: Francisco Alfaro, Kim Anacleto, Jasmine Bustillos, Jacob Chacko, Jasmine Curtis, Vilayat Del Rossi, Jared Fisk, Lio Gamino, Tamara Holder, Sean Kinnally, Jessica Madrigal, Monica McMahan, Trent Morgan, Maria Najera-Neri, Andi Okoh, Mario Orellana, Jennifer Puccinelli, Anthony Roberson, Bri Sotelo, Rich Strawter, Mike Wong, Rosemary Zometa

Guests Present: Natalie Cleary, Daphne Liu, Heather McGee, Dr. Paz Oliveres

Call to Order: The meeting was called to order at 10:01 a.m.

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

Approval of SMSU Board of Directors Minutes from September 10, 2020:

M/S Pisal/Robinson to approve the SMSU Board of Directors Minutes from September 10, 2020. Motion passes.

Reports:

BOD Chair:

Ms. Corella reminded everyone that there is a program focusing on domestic violence and healthy relationships on Tuesday at noon. Dr. Chacko sent out the link.

Executive Director:

Mr. Burgess shared that the Rancho Mirage Student Center had their square footage reassessed and prices have been adjusted. Budget adjustments have been made for current academic year. A Chief Engineer has been hired for the campus. In addition, there have been slight delays in construction.

Diversity and Inclusion:

Dr. Chacko shared that he conducted Diversity and Inclusion training with First Year Experience and was shared with First Year Seminar classes. The Pan African Student Success Center search has begun; there are 67 applicants. He thanked Dr. Robinson for hosting the last CommunityT events. Dr. Chacko shared updates on major events. The QTRC Discord is active.

Programs and Communications:

Ms. Holder highlighted major past and future events and shared that marketing is holding workshops.

Operations:

Mr. Orellana shared that EMS configurations are being made and Social Tables is being updated with the new Student Union North and Student Union East spaces. The team is working on a re-opening plan and staffing plan for all three buildings. The Gamers Lounge Discord has over 200 participants and Ms. Madrigal attended an e-sports conference. Mr. Orellana also highlighted Gamers Lounge events.

Recreation and Wellness:

Mr. Del Rossi shared that he is working with PDC Leadership to assist with program implementation because the PDC Fitness Center is no longer in operation. He is also working with other CSU Recreation Directors on collaborative programs. Virtual Tours of national parks are available through the Adventures Team. Continuing education is being provided for staff to maintain certifications. Sport Clubs have had a hard time getting started due to the virtual environment.

Open Forum:

None

Adoption of Agenda:

M/S Lindsay/Pisal to table SMSU 04/21 Appointment of Francesca Vista to the Board of Directors.

M/S Pisal/Nguyen to approve amended agenda.

Motion passes.

NEW BUSINESS:

SMSU 03/21 TIME CERTAIN: 10:30 A.M. Presentation by Natalie Cleary to Repurpose Pub Space for the Coyote DEN (Action, Corella)

M/S Pena/Lindsey to open Presentation by Natalie Cleary to Repurpose Pub Space for the Coyote DEN

Mr. Burgess share that Board has voted to allocate a space for the DEN in the Student Union.

Ms. Cleary explained her role and the Basic Needs department. She has been focusing on determining what basic needs are; it doesn't only encompass food insecurity but also financial security, housing security, and wellness. All students are eligible for services and services are confidential. The current Pub space would be used for the food pantry. Usage of the Pub would allow for more refrigeration space. In addition, Basic Needs is looking at implementing more comprehensive basic needs services and having space in the Student Union would help advertise these services. These services include CalFresh outreach, nutrition education, emergency financial assistance, emergency housing, hunger & homeless awareness program, and community referrals. Currently 37% of CSUSB students suffer from food insecurity and having a space in the Student Union will help un-stigmatize these needs. Ms. Cleary shared that the Obershaw DEN usage has increased from 299 visits to 1356 visits. The space in the Student Union would be open five days a week.

Mr. Burgess shared that new space is approximately 1600 square feet and the plan is to configure the space as a market. The space will also include a private office space that can be locked when not in use.

Ms. Corella shared that she has used DEN services in the past and is also involved in the community garden.

Dr. Oliverrez shared that she supports the effort and that the data speaks to the need. The current location is hidden and increased refrigeration space will help build its capacity.

Dr. Robinson stated he is supportive of the idea. He asked if the Pub will be moved to a new location. Aaron explained the Pub will be in the new building. Will be a larger space with an outdoor area.

Ms. Moran fears that if the location is in a large area, students may not feel uncomfortable using the services. She asked if there will there be an area that is not as public. Ms. Cleary shared that the space will be remodeled and there will both private and public areas. The current space has no privacy. Ms. Cleary would like the services to be accessible to help eliminate the stigma while balancing a need for privacy.

Mr. Pisal asked for access to the data. Ms. Cleary stated she will send the presentation to the Board.

Ms. Okoh asked if the renovation cost will be covered by the expansion costs and if the windows will be covered. Ms. Cleary shared that the DEN will be contributing \$75,000 for renovation costs with grant funds. The windows will probably be wrapped but not eliminated. Mr. Burgess stated that all options will be explored.

Motion Passes.

Ms. Stone left the meeting at 10:58 a.m.

SMSU 04/21 Appointment of Francesca Vista to the SMSU Board of Directors (Action, Corella)
TABLED

SMSU 05/21 Review and Accept Audit Report (Action, Nguyen)
M/S Lindsey/Nguyen to Review and Accept Audit Report (Action, Nguyen)

Ms. Corella deferred to speaker.

Ms. Liu from shared a PPT that introduced the audit team and Ms. McGee introduced herself. Ms. Liu reviewed what their presentation would cover. She reviewed the audit timetables and their audit approach. Their approach follows the following process: Risk Assessment, Internal Controls, Substantive Work, and Reporting.

Ms. McGee highlighted important points in the financial statements and shared that both fiscal year 2019 and 2020 are represented, however CLA only audited 2020. She shared that the SMSU received an unmodified opinion which is the highest level of assurance. She reviewed the Statement of Net Position (including total assets, total liabilities, and total net), Statement of Revenues and Expenses (including total revenues, total expenses, and total surplus) and the

Disclosures (including the PPP loan and student union fees). She also explained OPEB to the group. Ms. McGee reported that there are no findings or audit adjustments reported and asked for any questions.

Ms. Corella thanked CLA for their presentation.

Rising Count: 9 – 0 – 1.
Motion Passes.

SMSU 06/21 Approval of SMSU Committee Roster (Action, Corella)
M/S Ruiz/Robinson to Approve SMSU Committee Roster (Action, Corella)

Ms. Corella shared that the committee rosters are in the packet and asked everyone to review and provide comment. There were no comments.

Motion Passes.

Announcements:

Mr. Burgess shared that they are continuing to work with UPD to schedule a meeting that will include student leaders.

Dr. Robinson asked if we can move forward more quickly rather than waiting for a meeting to be scheduled. Mr. Burgess confirmed that this will be an agenda item during the November Board meeting. Mr. Burgess stated that he will follow up with Chief Jamsen regarding scheduling the meeting.

Ms. Corella shared that she will be graduating in December and so will be unable to continue on the Board after December. The Board congratulated her and thanked her for her service.

Adjournment: The meeting was adjourned at 11:32 a.m.

Minutes reviewed and approved by:

Devyn Hayes
Devyn Hayes (Nov 11, 2020 13:51 PST)

Devyn Hayes, Secretary, SMSU Board of Directors

11/11/2020

Date