



**California State University, San Bernardino**  
**Santos Manuel Student Union Board of Directors**  
**Thursday, March 11, 2021**  
**Minutes**

**Members Present:** Aaron Burgess, Tina Exum, Dr. Daria Graham, Davina Lindsey, Mario Marquez, Graciela Moran, Andy Nguyen, Mario Pena, Shivraj Pisal, Dr. John Reitzel, Julia Ruiz, Maxine Vista

**Members Absent:** Dr. Marc Robinson

**Staff Present:** Francisco Alfaro, Kim Anacleto, Jasmine Bustillos, Jacob Chacko, Jasmine Curtis, Jared Fisk, Lio Gamino, Charles Gaylord, Tamara Holder, Jessica Madrigal, Monica McMahon, Maria Najera-Neri, Andi Okoh, Mario Orellana, Mark Oswood, Mike Palacios, Jennifer Puccinelli, Anthony Roberson, Bri Sotelo, Rich Strawter, Mike Wong, Rosemary Zometa

**Guests Present:** Elizabeth Corella, Racheal Lapite, Cumari Lewis, Adrian Mariscal, Dr. Paz Oliverrez, David Robydek, Pandora Vamvakas

**Call to Order:** The meeting was called to order at 10:03 a.m.

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

**Approval of SMSU Board of Directors Minutes from February 11, 2021:**

Mr. Burgess shared there should be a change to the second to the last paragraph on page two. He stated that there will be 10,000 students who have not seen our campus in the traditional sense, not 10,000 new students.

M/S Pisal/Pena to approve the amended SMSU Board of Directors Minutes from February 11, 2021. Motion passes.

**Reports:**

**BOD Chair:**

Mr. Ruiz shared that she met with Jessica Madrigal to discuss the Esports program. The platform used, Discord, is a way to engage with our students aside from other social media platforms and encouraged the BOD to participate. She finished by thanking Ms. Madrigal for her work.

**Executive Director:**

Mr. Burgess shared that his full report is in the binder. A reopening plan is being developed and he will come to the BOD to share the details of those plans as we get closer to the campus repopulating. He shared that we are eight months away from obtaining the keys to the new building. He thanked Mr. Roberson and the operations team for their hard work.

**Diversity & Inclusion:**

Dr. Chacko introduced the new PASSC Coordinator, Charles Gaylord. He shared that they are in the selection process for the WRC Coordinator and will be moving into the second round of interviews for the QTRC Coordinator position. The FPC Coordinator search committee is currently finishing up round one interviews. He highlighted Women's History Month programs and the upcoming Drag Show.

**Operations:**

Mr. Gamino shared that the A/V department is preparing for reopening including determining what in person event will look like and preparing for rehiring of students. Mr. Orellano has continued to share educational opportunities for AV students. The Gamers Lounge Discord continues to grow and Ms. Madrigal presented to ASI. Mr. Strawter successfully upgraded the SWRC Fusion software. The upgrade will add a feature that enable contactless entry. The Scheduling Office continues assess pricing, fees, and equipment needs for the new expansion.

**Programs & Communication:**

Ms. Holder highlighted upcoming events including Coyote Feud, OARC Alumni Network Mixer, and Mediation Station. She shared the Marketing Department completed 24 work orders and hosted a social media workshop. Assessment's workshop focus for March is socially just assessment practices. Ms. Holder also spoke more about the OARC and Crankstart scholarships including their requirements. The application period ended March 2<sup>nd</sup> and awards will be made during the summer.

**Recreation & Wellness:**

Mr. Wong highlighted major events including a Newport Whale Watching events and a virtual tour of Redwood National Park. Professional development has continued including the Leave No Trace training, which 13 students have completed. In addition, 13 staff and students attended the NIRSA conference. Group exercise is offering ten live classes each week on zoom and additional YouTube suggestions. New shower valves have been installed in the locker areas. In the area of operations and developments over at the REC the full spectrum plumbing has completed their installation of new shower bells in the locker areas. The membership team has continued working with Fusion software to ensure a seamless transition to the new Fusion Go application in preparation for reopening. The intramural program hosted their first Esports event in the spring semester, there were 15 students who participated in the FIFA tournament.

**Committees:**

Ms. Ruiz shared that the Personnel Committee met to review applications for BOD Student Representatives.

**Board Members:**

Ms. Moran introduced Mario Marquez and shared that he will be taking Ms. Stone's place on the SMSU BOD. ASI met with CSU Chancellor Castro. Ms. Castro reminded the BOD that the CARES Act funding will be distributed as early as March 31 and encouraged everyone to share the information with students and ensure that addresses are correct. At ASI's meeting next week, a CSU Trustee will be present and Ms. Moran invited the SMSU BOD to attend. She also shared that ASI has a safety working group and are working with other universities to share resolutions regarding UPD reform.

**Open Forum:**

None.

**Adoption of Agenda:**

M/S Burgess/Pena to amend the agenda by moving items SMSU 22/21 and SMSU 23/21 to end of agenda.

Motion passes.

M/S Lindsey/Nguyen to approve the amended agenda.

Motion passes.

**OLD BUSINESS:**

**SMSU 21/21 Approval of By-laws – Second Reading (Action, Vista)**

M/S Lindsey/Pena to open Approval of By-laws – Second Reading

Ms. Vista highlighted the recommended changes that were made to the By-Laws and shared that they were discussed in detail at the last meeting. Major changes include revising wording to indicate the transition from quarters to semesters and updating titles.

Motion passes unanimously.

**SMSU 22/21 Furniture Update (Discussion, Pena)**

M/S Vista/Lapite to table Furniture Update.

Motion passes.

**SMSU 23/21 Spirit Letter Update (Discussion, Pena)**

M/S Vista/Lapite to table Spirit Letter Update.

Motion passes.

**NEW BUSINESS:**

**SMSU 24/21 Interview and Selection of BOD Student Representatives (Action, Vista)**

M/S Nguyen/Marquez to open Interview and Selection of BOD Student Representatives

Ms. Ruiz explained interview process. There are two positions are available due to resignations. One position will end May 2021, the other position will end May 2022.

Applicants were placed in a waiting room.

Ms. Lapite was invited back into the room. Ms. Ruiz asked Ms. Lapite to share information about herself and why she feels she is a good fit for the SMSU BOD. She spoke about herself and shared her passion for supporting students. She loves CSUSB would like to work on diversity issues. She attends SMSU/PDC/RW events and thinks of this opportunity as a way to grow professionally. Ms. Lapite was placed back in the waiting room.

Ms. Lewis was invited back into the room. Ms. Ruiz asked Ms. Lewis to share information about herself and why she feels she is a good fit for the SMSU BOD. She spoke about herself and her experience serving on a non-profit board in the past. The organization helped homeless veterans secure housing and food. Ms. Lewis was placed back in the waiting room.

Mr. Mariscal was invited back into the room. Ms. Ruiz asked Mr. Mariscal to share information about himself and why he feels he is a good fit for the SMSU BOD. He spoke about himself and shared that he is a first-generation student and would like to specifically help that population in

addition to focusing on stress and the mental health of other students. Mr. Mariscal was placed back in the waiting room.

Ms. Vamvakas was invited back into the room. Ms. Ruiz asked Ms. Vamvakas to share information about herself and why she feels she is a good fit for the SMSU BOD. Ms. Vamvakas spoke about herself and shared that she was in the Air Force reserves. She explained that her role in the Air Force included leadership responsibilities. Ms. Vamvakas was placed back in the waiting room.

Discussion ensued about the candidates.

M/S Pena/Lindsey to elect Racheal Lapite as a BOD Student Representative to serve in the position with the term ending May 2022.

Motion passes.

M/S Nguyen/Vista to elect Adrian Mariscal as a BOD Student Representative to serve in the position with the term ending May 2021.

Motion passes.

All candidates were invited back into the room and Ms. Ruiz informed the applicants of the results. She encouraged those not selected to participate on a committee and apply for the BOD again next year.

#### **SMSU 25/21 Approval of Form 990 (Action, Ruiz)**

M/S Pisal/Nguyen to open Approval of Form 990

Ms. Ruiz deferred to CLA representative David Robydek. Mr. Robydek highlighted major points and asked if there were any questions. He stated that transparency is important and that the SMSU shared all important information with the public. He also stated that the BOD should feel good about what a public person would see when they open and review this Form 990.

Mr. Burgess thanked Mr. Robydek for his presentation and shared that Form 990 and all audits are accessible on the SMSU website. Ms. Lapite asked if the transition back to campus and the number of students living on campus will affect any numbers represented in the Form 990. Mr. Burgess shared those numbers affect a different pocket of money and only SMSU funds are reflected on this document.

M/S Lindsey/Pena to approve Form 990.

Rising Count: 13 – 0 – 0. Motion passes unanimously.

#### **SMSU 26/21 Review of 2021-2022 SMSU/RW Budget (Discussion, Ruiz)**


M/S Nguyen/Pisal to open Review of 2021-2022 SMSU/RW Budget

Ms. Ruiz deferred to Ms. Najera-Neri. Ms. Najera-Neri explained various aspects of the budget including hiring of additional staff, reduction in projected revenue, and the increased draw-down amount due to the new building and new expenditures. She invited our new board members to meet with her for a better understanding of the way the SMSU budget process works.

**Announcements:** Ms. Lapite and Mr. Mariscal thanked everyone for their votes.

**Adjournment:** The meeting was adjourned at 12:07 p.m.

**Minutes reviewed and approved by:**

  
Maxine Vista (Mar 19, 2021 11:14 PDT)

**Maxine Vista**, Secretary, SMSU Board of Directors

**Mar 19, 2021**

Date