



California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Thursday, March 14, 2019
Minutes

Members Present: Bilal Azhand, Tejwant Brar, Aaron Burgess, Matias Farré, Ruihan He, Dr. Mary Fong, Harry Le Grande, Alejandro Gamboa Montes, Yera Nanan, Prince Ogidikpe, Derick Prince, Dr. John Reitzel, Yusra Serhan

Members Absent: Mellissa Patton

Staff Present: Francisco Alfaro, Kimberly-Ann Anacleto, Jasmine Bustillos, Heather Carrasco, Elizabeth Corella, Vilayat Del Rossi, Jared Fisk, Tamara Holder, Sean Kinnally, Jessica Madrigal, Monica McMahon, Raul Maldonado, Joanna Moreno, Trent Morgan, Maria Najera-Neri, Andi Okoh, Mark Oswood, Michael Palacios, Anthony Roberson, Richard Strawter, Michael Wong, Alicia Ureste

Guests Present: None

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 14, 2019:

M/S Serhan/Nanan to approve the SMSU Board of Directors Minutes from February 14, 2019. Mr. Ogidikpe noted the correct spelling of his name and asked for it to be revised throughout the document. The minutes were approved as amended.

Motion passed.

Reports:

Chair: Mr. Prince reported that the Director of Recreation Wellness Search Committee will be bringing four candidates to campus to meet with students and staff and noted that the Groundbreaking Ceremony for the expanded Student Union building will take place on June 4th from 10:00 AM – 12:00 PM.

Executive Director: Mr. Burgess discussed the expansion project, indicating that the financial and construction project details had been sent to the Chancellor's Office for review and funding approval. Mr. Burgess discussed the progress of the Vice President of Student Affairs and Associate Vice President/Dean of Students searches and announced that Mr. Farre accepted a position on another campus and will no longer serve on the Board. Mr. Burgess commended Mr. Farre for his work on campus and service to the Board.

Marketing and Programs: Ms. McMahon highlighted the RMSC and QTRC's joint effort to host Bi-Loteria at the Palm Desert Campus, OARC's efforts to bring a student organization focused on adult learners to campus, and the Interfaith Center's first event at the Palm Desert Campus, "Rock Your Faith".

Ms. McMahon noted that Program Board hosted their 4th annual Yotie Factor Talent Show, Marketing hosted an open house, allowing potential graphic design interns to explore the Marketing Department's contributions to the Student Union, the QTRC hosted "The End of Don't Ask, Don't Tell" with Eric Alva, and the WRC hosted Galentine's Day.

Operations: Mr. Roberson highlighted the Operations team's offer to an Audio Visual Specialist candidate, assisted with the Yotie Drinkz's soft opening, and will assist with the Yotie Drinkz Grand Opening on April 26th at 9:00 AM. Mr. Roberson noted that ASI and the Gamers Lounge collaborated to host a Game Day and noted that the gaming consoles are now connected online. Mr. Roberson commented on the IT Department's efforts to increase the level of security on the Corporation's private websites. Mr. Roberson noted that the Corporation was on fire watch for two days as communication between UPD and the Student Union went down. Lastly, Mr. Roberson noted the Student Union hosted 448 events in the month of February.

Recreation and Wellness: Mr. Del Rossi noted that the Associate Directors of the Corporation are meeting regularly to discuss trainings, the end of the year banquet, and reviewing interviewing, hiring, and training practices. Mr. Del Rossi noted that the Recreation and Wellness team was instrumental in helping CSUSB achieve ACSM's Exercise is Medicine "Gold Campus" Recognition Award, the first campus in the CSU system to be awarded gold level recognition. Mr. Del Rossi highlighted the major programs and events in each RW Department, outlined in detail in the Recreation and Wellness Board Report.

Palm Desert Campus: Mr. Alfaro commented on the events hosted by the Palm Desert Campus and commended the Student Union and Recreation and Wellness for their continued partnership and support.

Committee Reports: Ms. Serhan reported that the Ad Hoc Statue Committee will recommend locations for a new statue and spirit letter display for the new building and is working on the details for the Ground Breaking Ceremony. Ms. Okoh commented that the Commercial Services Committee discussed Yotie Drinkz, new proposed food concepts, and reviewed subleases. Mr. Del Rossi noted that the Sustainability Committee received a construction update and reviewed a Board of Directors paperless proposal. Mr. Ogidikpe reported that ASI attended California Advocacy Days and lobbied for additional funding for STEM lab infrastructure.

Open Forum: None

Adoption of Agenda: M/S Ogidikpe/Brar adopt the agenda. The agenda was approved by unanimous consent.

OLD BUSINESS:

SMSU 28/19 Sports Club Manual Review (Action, Prince)

M/S Azhand/Brar to approve Sports Club Manual Review.

Ms. Moreno and Mr. Morgan introduced themselves and discussed the Sport Club Manual revisions proposed by several Committees and last year's Board. Ms. Moreno reviewed the Sport Club Recognition Policy with the Board, including the revision that requires Sports Clubs to have 10 participating members, not five as originally stipulated in the policy. Ms. Moreno reviewed the Sport Club Coaches section, including the need to go through an interview process, CPR certification, and other requirements as stipulated by the policy. Ms. Moreno indicated that the Club Allocating Fund section of the manual was actively revised and revisited to accurately reflect the requirements and guidelines as a club receiving funds. Mr. Morgan explained that clubs are to be placed in a conditional status for their first year to ensure the sustainability and longevity of an active club. Ms. Moreno discussed the Sport

Club Point Allocation system, which details the need for clubs to exceed a certain number of points to maintain their Sport Club status. Ms. Moreno reviewed the Budget Allocation process with the Board and detailed how clubs are able to obtain various points for completing varying activities to maintain their respective Sport Club status. Mr. Morgan commented that the Sports Club team is aiming to minimize the dependence on allocated funds and encourage other methods for generating revenue within the club such as member dues and fundraising. Mr. Morgan indicated that the concussion protocol included in the manual is taken verbatim from the NCAA's concussion protocol. Ms. Serhan asked about policies pertaining to removing a coach from a sports club. Mr. Morgan responded that the club in their club constitution submits the guidelines for removal. Ms. Serhan recommended adding a section on "Coach Removal Procedures" in the event that clubs do not include it in their constitution. Mr. Burgess stated that Recreation and Wellness should have the ability to remove a coach and "club members can remove a coach with reasonable cause pending a majority vote by the active members". Mr. Burgess asked the presenters to briefly walk the Board through the Point Allocation System. Ms. Moreno discussed the point system and the ability for clubs to accrue points based on fundraising, active participation, meeting attendance, community service and other activities. Ms. Serhan commented on the fact that not making funds available for conditional clubs may be prohibitive and setting aside limited funds for conditional clubs may prove beneficial for the club's sustainability. Mr. Morgan commented that there are limited funds available and sport clubs in a competitive status require funding for travel, uniforms, and competition costs as opposed to a recreational club which may not require the use of funds, but that there will be an educational component taking place when they are in conditional status. Mr. Brar asked about chartering through the Office of Student Engagement. Mr. Morgan stated that in order to be a club, the club needs to go through the chartering process through OSE and then moves onto the next steps through Recreation and Wellness to be considered a sport club. Mr. Del Rossi indicated that once the manual has been approved and initiated, it will go into an annual review process through the Policies and Procedures Committee. Mr. Burgess commended Ms. Moreno and Mr. Morgan on their work revising the Sports Club Manual. Mr. Gamboa Montes asked about the travel procedures in place for sport club travel. Mr. Morgan indicated that there are policies in place to safeguard the safety and wellbeing of students.

Motion Passes.

NEW BUSINESS:

SMSU 29/19 SMSU/RW Strategic Plan (Action, Brar)

M/S Brar/Azhand to approve SMSU/RW Strategic Plan

Mr. Burgess reviewed the proposed mission statement and goals for the Corporation with the Board. Mr. Burgess explained that the goals and outcomes were built to mirror the campus and division strategic plans. Mr. Burgess commented on the fact that Ms. Bustillos is working with the campus assessment team to begin measuring the Corporation's effectiveness in ways that are meaningful to the Corporation and to the Campus. Mr. Burgess shared that best practices indicate that a typical organization focuses on seven to nine strategic outcomes; however, given the breadth of the Corporation's activities and to ensure that each member of the team sees their respective department and work reflected in the strategic plan, the Corporation will maintain the 17 outcomes outlined in the document for the time being. Mr. Burgess spoke to the process of creating the document and the importance of capturing the student voice in the strategic plan. Mr. Farre asked about the evidence and measurement section of the document. Ms. Bustillos discussed the review process that will take place in order to ensure that professional staff's expertise on how to measure each outcome is incorporated throughout the document. Mr. Nanan asked about how the strategic plan will be disseminated to the Corporation's employees and students. Ms. Bustillos reviewed some strategies for distributing the information, including incorporating it into the onboarding process and having student staff and professional staff take ownership of contributing to a specific set of outcomes. Mr. Burgess commented that the mission of the Corporation should be posted,

widely distributed and easily recognizable to all staff within the Corporation to ensure that the document remains relevant.

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

SMSU 30/19 SUE Statue and Spirit Letters Location Options (Action, Serhan)

M/S Brar/Serhan to approve SUE Statue and Spirit Letters Location Options

Ms. Serhan reviewed the Ad Hoc Statue Committee's work to recommend two statue locations to the Board for their consideration. Mr. Prince reviewed each of the statue location options with the Board. The Board reviewed the two proposed locations for the CSUSB spirit letters. Mr. Ogidikpe recommended that the Board consider photo opportunities when voting for the placement of the statue and spirit letters. A discussion ensued about the location of the proposed statue in relation to the spirit letters. Mr. Burgess indicated that the Ad Hoc Statue Committee recommended Option 1 and Option 6 as their preferred locations for the new statue. The Board discussed having the two coyotes face each other in Option 1. Mr. Azhand noted that the vision behind proposing two statues was to have them face each other; however, the Board would just be voting on the location and the design of the statue would be decided in the future. The Board voted 12 – 2 – 0 in favor of option 1 for the statue location and 12 – 2 – 0 in favor of option 1 for the spirit letter location.

Motion passes.

SMSU 31/19 Recreation and Wellness Equipment Purchase (Action, Azhand)

M/S Azhand/Brar to approve Recreation and Wellness Equipment Purchase not to exceed \$65,000.00 with Matrix.

Mr. Wong reviewed the Recreation and Wellness Equipment Purchase proposal with the Board. Mr. Wong indicated that the lifecycle of the machines proposed for replacement have come to their end. Mr. Wong stated that the justification to purchase the equipment included still having the ability to receive money back for the traded in equipment, expected equipment price increases in the future, and the difficulty of repairing and replacing outdated Paramount equipment. Mr. Wong recommended purchasing the equipment with Matrix due to their lower price point, the quality of their equipment, and the positive reviews from sister campuses. Mr. Le Grande asked about the trade-in value at the lower price point with Matrix and their willingness to negotiate a higher trade-in value. Mr. Del Rossi noted that on the equipment's depreciation sheet, the equipment is valued at \$0 and Mr. Wong has done a great job at negotiating so that the Center does not have to pay to have the equipment removed. Mr. Nanan asked if student opinion had been considered for the equipment purchase. Mr. Wong discussed the limited knowledge pertaining to fitness equipment for those that are not in the field, but Mr. Burgess noted that the Recreation and Wellness Committee proposing the purchase is comprised of students.

Rising Count: 12 – 0 – 1. Motion Passed.

Announcements: Mr. Brar announced Pi Day. Mr. Le Grande indicated that the overpayment resulting from San Bernardino High School paying their bill can be donated to an organization that may need it. Mr. Burgess discussed the benefits of attending the NASPA conference and encouraged students to attend.

Adjournment: The meeting was adjourned at 11:29 AM.

Minutes reviewed and approved by:

Tejwant Brar, Secretary, SMSU Board of Directors

Date