



California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Thursday, April 8, 2021
Minutes

Members Present: Aaron Burgess, Tina Exum, Dr. Daria Graham, Racheal Lapite, Davina Lindsey, Adrian, Mariscal, Mario Marquez, Andy Nguyen, Mario Pena, Dr. John Reitzel, Dr. Marc Robinson, Julia Ruiz, Maxine Vista

Members Absent: Graciela Moran, Shivraj Pisal

Staff Present: Francisco Alfaro, Kim Anacleto, Jasmine Bustillos, Dr. Jacob Chacko, Jasmine Curtis, Jared Fisk, Lio Gamino, Charles Gaylord, Tamara Holder, Sean Kinnally, Jessica Madrigal, Monica McMahon, Trent Morgan, Maria Najera-Neri, Andi Okoh, Mario Orellana, Mark Oswood, Mike Palacios, Anthony Roberson, Juan Serrato, Bri Sotelo, Rich Strawter, Alicia Ureste, Mike Wong, Rosemary Zometa

Guests Present: Lynniece Warren

Call to Order: The meeting was called to order at 10:00 a.m.

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

Approval of SMSU Board of Directors Minutes from March 11, 2021:

M/S Lapite/Lindsey to approve the SMSU Board of Directors Minutes from March 11, 2021. Motion passes.

Reports:

BOD Chair: Ms. Ruiz announced the open positions on the BOD and urged the students to share the opportunities that are present to serve as a BOD member and referred those that are interested to leadership and the website.

Executive Director: Mr. Burgess indicated that they continue to work on the feasibility study for the student services building at PDC. PDC, FPDC, and potential donors will meet to review proposals for that building. Mr. Burgess shared the construction updates regarding the timeline and the penalties that have to be paid by the construction team if it is not completed according to schedule which has resulted in a number of trades working on the building while still maintaining covid safety protocols. Mr. Burgess shared the preliminary dates of July for reopening the campus and the continued work put forth to make reopening as seamless as possible, including event planning, a job fair, and specific reopening plans.

Diversity & Inclusion: Mr. Chacko highlighted that the Women's Resource Coordinator, Paloma Hinojosa, will join the team on Monday, April 12th. Mr. Chacko discussed that the second-round interviews for QTRC and first-round interview for FPC will take place in the

following weeks. Additionally, Mr. Chacko highlighted the programs taking place in each of the affinity centers and the signature programs for the centers.

Operations: Ms. Madrigal shared that the A/V Team is working on the amphitheater renovation and needs for the Wellness Center. The Gamer's Lounge is partnering with other campus departments to market the Esports program. The Esports Advisory Committee had their first meeting. The Committee consists of student leaders, alumni, and faculty. IT has created websites for Asian Pacific Islander Heritage Month and Women's History Month and has posted events on each site. The Scheduling Office has been working on benchmarking with higher education institutions and moving forward with the creation of a formula based on usable space square footage to determine facility fees.

Programs & Communication: Ms. Holder highlighted the Assessment team's efforts with workshops, the annual report, and student employee assessment. Additionally, the Marketing team has workshops and continues to promote programming, including Program Board's CoyoteFest, a Ramadan celebration with the Interfaith Center, Jeopardy, Wayback Wednesday, and Family Night with the RMSC. OARC noted that the scholarship committee is working to award 30 new scholarship to student recipients. In addition, Ms. Holder announced the work with San Manuel discussing CNAD which will continue to be aligned with the State of California's CNAD date on the fourth Friday in September.

Recreation & Wellness: Mr. Wong highlighted the team drafting reopening plans and the virtual events hosted by each RecWell Department. Mr. Wong further discussed the smart classroom project status and the updates to the PDC Fitness Center. Intramural Sports completed their March Fitness challenge with a 2000 collective miles challenges for the month of April. Mr. Wong highlighted the vaccine clinic that took place on March 27th at the SRWC.

Board Members: None

Open Forum: None

Adoption of Agenda:

M/S Pena/Burgess to adopt the agenda.
Motion passes.

M/S Marquez/Pena to amend the agenda to move 28/21 to the top of the agenda and table 22/21 and 23/21 to next month's meeting given time constraints.

Motion passes.

M/S Burgess/Lapite to approve the amended agenda.

Motion passes

OLD BUSINESS:

SMSU 22/21 Furniture Update (Discussion, Pena)

M/S Mariscal/Pena to open Furniture Update.

Mr. Roberson reviewed the proposed furniture selections for each floor of the new building. Mr. Roberson reviewed the first-floor color scheme and banquette seating present on the first floor along with the finishes. Mr. Roberson indicated that the banquette seating provides charging

stations for visitor use. In addition, the lounge chairs will bring in vibrant colors and visual appeal to the first floor. In addition, Mr. Roberson highlighted the lounge spaces in the green room. Mr. Roberson indicated that each floor is unique and will bring it's own visual style to the building and provide a unique space. Mr. Roberson detailed the furniture and finishes on the second floor with the stackable chairs, lounge chairs, and banquette seating. Mr. Roberson shared the vibrant colors on the third-floor with the affinity spaces and the senate chamber spaces. In addition, the variety of lounge chair spaces provide ample seating for students and visitors to the centers. Mr. Roberson further detailed the tables and mobile boards available in the spaces.

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

M/S Pena/Vista to open Spirit Letter Update.

Mr. Roberson provided the context and history of how the spirit letters were voted in by the previous board. Mr. Roberson shared an aerial view of the location for the spirit letters and a view from coyote walk. In addition, Mr. Roberson shared the capability of illuminating the letters in different colors. The Board discussed the photo opportunities for graduates and other campus visitors. Ms. Lapite, Mr. Mariscal, and Ms. Ruiz shared their excitement for the upcoming building, the beautiful building designs, and opportunities to come for students in the future. Mr. Burgess indicated that the furniture designs for the wellness center will be coming to the Board at a future date.

NEW BUSINESS:

SMSU 27/21 Vaccine Distribution Presentation by Lynniece Warren, Interim Director of Risk Management – 10:30 a.m. TIME CERTAIN (Discussion, Ruiz)

M/S Lapite/Mariscal to open Vaccine Distribution Presentation by Lynniece Warren, Interim Director of Risk Management.

Mr. Burgess announced that he wanted to give the opportunity for Ms. Warren to discuss the continued facilitation of the vaccine distribution in the SRWC with 804 first doses of Pfizer vaccine administered and plans moving forward once that building is used for its traditional purposes. Ms. Warren discussed the vaccine clinic details with the Board of Directors including the mission to vaccinate as many community members as possible, renting Saturdays, April 25th through August 28th with all day clinics and administering at least 1,000 shots if possible. Ms. Warren indicated her interest in working with the SMSU team on the promotion of the vaccine clinic by hosting live events on social media and collaborating with risk management and strategic communication to get the word out to students of these opportunities. Ms. Ruiz inquired about the potential of CSUSB becoming a hub for vaccine administration. Ms. Warren indicated that it would be necessary to have volunteers and a place to host the clinics, adding that the vaccine clinics taking place on Saturdays provided a unique draw to this clinic as most take place during the week. A discussion ensued about vaccine administration obstacles and the importance of coordinating and collaborating as San Bernardino County is the largest county in the nation and vital to distribution of the vaccine. Ms. Lapite asked about the potential for the clinic to continue throughout the academic year and the logistics involved with the Johnson and Johnson vaccine. Ms. Warren indicated that there is potential to extend the clinic; however, first and foremost the SRWC is a building for students so the team needs to be mindful that the building is being used for its intended purpose. Ms. Warren also shared the floorplan for the clinic and the ability to monitor side effects and reactions in a specific space in the gym. Ms. Vista asked about the specifics regarding student participation in promoting the vaccine and the vaccine clinic. Ms.

Warren spoke of the confidentiality measures that have to be in place when promoting the vaccine clinic given that receiving a vaccine is a medical procedure, but being able to be discreet in the promotion would be a vital part of still promoting and allowing students to hear about the clinic.

SMSU 28/21 Approval of 2021-2022 SMSU/RW Budget – 2nd Reading (Action, Ruiz)

M/S Mariscal/Marquez to open Approval of 2021-2022 SMSU/RW Budget – 2nd Reading


Ms. Najera-Neri reviewed the budgets with the Board and highlighted the notable changes to the budget from previous years including each affinity center budget being delineated and the increases due to the increased staffing plan. Operating expenses are projected to increase due to the new building coming online in January 2022. Ms. Najera-Neri added that each page delineates the percentage of change for each department for each year, comparing to 19/20 given the anomaly that the 20/21 budget represents with the virtual modality. Ms. Najera-Neri shared that the highlighted portions of the budget indicated increases that are expected in the upcoming fiscal year. Ms. Najera-Neri indicated that projected revenue has been reduced given the spacing requirements and certain spaces being offline due to Covid-19 restrictions. Ms. Najera-Neri indicated that the WRC budget is changing due to hiring a new coordinator whose salary will not be split between the WRC and the QTRC. Ms. Najera-Neri reviewed the RecWell departmental budgets and noted the projected changes for decreased revenue and indicated the changes for the Wellness Center and the increased budget for that space.

M/S Mariscal/Pena to approve 2021-2022 SMSU/RW Budget.
Rising Count: 10 – 0 – 1. Motion passes.

Announcements: None.

Adjournment: The meeting was adjourned at 12:06 p.m.

Minutes reviewed and approved by:


Maxine Vista (May 5, 2021 14:27 PDT)

Maxine Vista, Secretary, SMSU Board of Directors

May 5, 2021

Date