



California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Thursday, April 9, 2020
Minutes

Members Present: Aaron Burgess, Tina Exum, Adonis Galarza-Toledo, Daniel Jimenez, Davina Lindsey, Helen Martinez, Natalie Martinez, Sean Maulding, Yera Nanan, Dr. Paz Oliverez, Dr. Marc Robinson, Yusra Serhan

Members Absent: Andy Nguyen, Dr. John Reitzel, Audrey Robertson

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, Maria Najera-Neri, Andi Okoh, Mario Orellana, Jennifer Puccinelli, Anthony Roberson, Bri Sotello, Richard Strawter, Alicia Ureste, Mike Wong, Rosemary Zometa

Guests Present: None

Call to Order: The meeting was called to order at 10:04 a.m.

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

Approval of SMSU Board of Directors Minutes from March 12, 2020:

M/S Jimenez/H. Martinez to approve the SMSU Board of Directors Minutes from March 12, 2020. The minutes were approved by unanimous consent.

Reports:

Executive Director:

The Executive Board met to approve the Temporary Telecommuting Agreement. This document would have brought to the entire Board of Directors but it needed to be approved quickly so it could be put into effect. The Agreement will be used for both professional staff and student assistants. Mr. Burgess explained the different options for employment described in the document. The SMSU is in the process of having all employees sign the Temporary Telecommuting Agreement.

Mr. Burgess shared that the SMSU applied for a payroll protection loan in the case that financial assistance is needed. This is a loan that will help us with making payroll if the need arises. If we need to use the loan, and it needs to be paid back, the interest rate is only .25%. Mr. Burgess stated that the SMSU also submitted an application for FEMA reimbursement to cover COVID-19 expenses. Mr. Burgess thanked the program team for adapting so quickly and moving forward with virtual programming. Ms. Okoh is currently providing employees additional training

opportunities through Paylocity. In addition, the SMSU staff is using this time to conduct research.

Mr. Burgess shared that there is an April 20th fire department approval deadline for the Student Union Expansion and that plans are continuing for the Building 19 renovation.

Diversity and Inclusion:

Dr. Chacko highlighted programming in each of the areas. He specifically highlighted the Vagina Monologues and shared that funds collected were donated to Option House. The affinity center students have been working to move programming online.

Operations:

Mr. Roberson shared that operations is conducting additional training, and working to ensure that their student employees are well. The Gamer's Lounge will be conducting a webinar on accessibility and is working towards planning an online tournament. Mr. Juan Serrato and Mr. Monie Johnson are working in the building to ensure that the facility remains in good condition. In addition, back-ordered cleaning supplies have been received. All events in the building have been cancelled. The projected revenue loss is \$53,558.

The group of staff and Board members that visited the Midwest this past summer met to discuss items that they'd like to see in the Student Union Expansion.

Programs and Communications:

Ms. Holder highlighted events that were able to take place before the closure. She shared information regarding the scholarships that the Osher Adult Re-entry Center administers. Ms. Bustillos is working on multiple assessment projects.

Recreation and Wellness:

Mr. Del Rossi shared that applications are being reviewed for the Student Health Center Director search. Recreation and Wellness is completing the Be Well Yotes platform and working with the Division of Student Affairs to market the program. It will be released to students within the department next week. Recreation and Wellness is determining how best to deal with student assistant turnover given that we are not on campus. Mr. Del Rossi shared that NIRSA has been hosting roundtables regarding best practices in dealing with the current situation. Adventures has cancelled all trips through the end of May and is continuing to plan for Summer and Fall. Assessment efforts are moving forward in conjunction with Ms. Bustillos to ensure that Recreation and Wellness is staying on track with its goals. Fitness is offering an average of nine classes per day and Personal Training is also offering services in a virtual format. Mr. Palacios is performing periodic maintenance on the Leadership Challenge Center. The Operations staff is working on maintaining the facility and adjusting the HVAC system as necessary to save money.

Dr. Oliverez commended the SMSU and Recreation and Wellness on continuing their work to engage students. She shared that the division is looking at the fiscal effects of the current situation and potential long-term ramifications. She commended the group for continuing to ensure that student employment continues as well. Dr. Oliverez reminded the Board about Tea with the VP on Instagram.

Committees:

None

Board Representatives:

None

Open Forum:

None

Adoption of Agenda:

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

NEW BUSINESS:

SMSU 24/20 Cart Guidelines (Action, Maulding)

M/S Lindsey/Galarza to approve Cart Guidelines.

Mr. Maulding reviewed the changes that are being proposed to the cart guidelines. He shared that the guidelines were amended to include the Recreation and Wellness Center, including the title of the document. Mr. Maulding stated that item 10 was the area that involved the most discussion and he read through the changes that the committee discussed. The concerns were primarily that the consequences for damaging a cart weren't explicit. The committee wanted to ensure that even if a report was made, and there was not an extensive amount of damage, privileges could still be revoked.

Dr. Robinson asked if there was an incident that prompted this review. Mr. Roberson shared that there have been a few incidents and significant funds have been spent on repairs. Because of this the SMSU wanted to put this language into place.

Mr. Wong shared that there have been no specific instances in Recreation and Wellness.

Mr. Burgess stated that every policy is reviewed annually and this review is used as an opportunity to make changes.

Motion Passes.

SMSU 25/20 Appointment of Tina Exum, Alumni Representative (Action, Serhan)

M/S Maulding/Jimenez to approve Appointment of Tina Exum, Alumni Representative.

Ms. Serhan deferred to Mr. Burgess. Mr. Burgess shared that the Alumni Representative position has been vacant for the past year. He met Ms. Exum at an event hosted by the Osher Adult Re-Entry Center where Alumni Affairs representatives were also in attendance. To follow up, he had lunch with Ms. Exum, explained the work that we do, and discussed her interest. Alumni Affairs has recommended that Ms. Exum serve as the SMSU Board of Directors Alumni Representative.

Mr. Jimenez asked Ms. Exum why she's interested in serving as the Alumni Representative. Ms. Exum thanked everyone for the opportunity to be involved with the SMSU Board of Directors and spoke about herself and why she's interested. Ms. Exum shared that she wants to be able to contribute and give back to the campus.

Motion passes.

Announcements:

Mr. Burgess asked the board to be aware of the programming the SMSU is producing. He shared that a division-wide retreat was held yesterday and great work was done.

Adjournment: The meeting was adjourned at 10:51 a.m.

Minutes reviewed and approved by:



Yera Nanan, Secretary, SMSU Board of Directors

4/24/2020

Date