



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Thursday, January 15, 2015
Minutes**

Members Present: Fatima Adame, Jackie Aboud, Hamid Azhand, Alfredo Barcenas, Mark K. Day, Dr. Mary Fong, David Friedman, Shakeh Ghazaryan, Alberto Jasso, Anthony Johnson, Joseph Weatherbie, Jorge Zatarain

Members Absent: Ryan Bracken, Dr. Josephine Mendoza, Dr. Alysson Satterlund

Staff Present: Susan Avery, Aaron Burgess, Melissa Cordoba, Rick Craig, Dr. Kevin Hatcher, Raul Gonzales, Michael Palacios, Anthony Roberson, Kameron Thomas, Dr. Sandra Vasquez, Morgan Walker, Tari Wimbley, Rosemary Zometa

Guests Present: None

Call to Order: The meeting was called to order at 10:07 a.m.

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

Approval of SMSU Board of Directors Minutes from November 13, 2014 and the Executive Committee Minutes from December 5, 2014:

M/S Day/Zatarain to approve the SMSU Board of Directors Minutes from November 13, 2014 and the Executive Committee Minutes from December 5, 2014.

Motion passed.

Reports:

Chair: Mr. Jasso thanked everyone for their attendance at the Board Meeting. He also recognized those who helped with the SMSU Expansion Open Forums. LPA was able to obtain valuable feedback.

Executive Director: Mr. Day shared with the Board that the SMSU is having a Chancellor's Office Compliance Audit. Regarding the SMSU lawsuit, the SMSU Attorney believes that the case is defensible. Mr. Day stated that he will be having outpatient surgery at the end of the month; he is required to disclose this to the Board.

Associate Director of Operations: Mr. Burgess shared with the Board that the training for the new Scheduling software, CollegeNet 25 Live, has been postponed. He will let everyone know the new date

for the training. The Operations Department will request Vital Technology Initiative funding for a FourPlex project. Mr. Roberson has found a system which will keep all of the clocks in the SMSU accurate. The cost for this would be approximately \$7,000.00. Part of the Student Club room was converted into the Freshman Orientation & First Year Experience Office during the Winter break.

Associate Director of Marketing & Programs: Ms. Wimbley invited the Board to attend SMSU programs and events. The SMSU website will have a new blog and highlight staff, student assistants, and the Board. The SMSU Birthday will be celebrated on Thursday, February 26. More information regarding this event will follow.

Student Recreation & Fitness Center: Mr. Craig shared with the Board that they visited the Rec Centers at the University of California, Riverside and at Cal Poly, Pomona. During the Winter Quarter, Rec Sports will have a Snow Day at this campus and a Snow Day in March at the Palm Desert Campus.

Committee Reports:

Ad Hoc Statue Committee: Mr. Jasso reviewed with the Board the Coyote Statue Project Timeline. He asked for Board input regarding the Statue Unveiling date. Mr. Weatherbie commented that there is more student traffic on a Thursday. Dr. Fong commented that a Wednesday and Thursday celebration would be good for all students. Mr. Azhand suggested that a larger-than-life coyote statue would be a good idea. Mr. Zatarain asked if a plaza would be built around it. Mr. Burgess commented that the landscape architect is working this. Mr. Day also discussed the Campus Art Committee approval process.

Commercial Services Committee: Mr. Friedman shared with the Board that the Commercial Services Committee met with Debbie Burns and David Janosky. Pub food suggestions and Pub expansion ideas were discussed. The SMSU is still in contact with Dave Keaggy regarding a design for the Pub. Mr. Day commented that Sodexo Capital Improvement funding has approximately \$80,000 left and they are considering spending some of it on the SMSU.

Facilities Committee: Mr. Weatherbie shared with the Board that the Facilities Committee discussed the long-range planning goals and upcoming SMSU projects.

Personnel Committee: Mr. Day commented that some in-range progressions for staff had been submitted and were not approved. He will follow up with the reasons for this and develop a plan with the Personnel Committee.

Strategic Planning Committee: Mr. Thomas shared with the Board that the Strategic Planning Committee reviewed the 5 Year Budget Assumptions as they relate to the SMSU Strategic Plan. The Committee also reviewed the subsequent year's SMSU Programs Report which will also be reviewed by the Board today.

Board Representatives: Mr. Barcenas shared with the Board that Governor Jerry Brown plans on following through with Proposition 30 which provides funds for the CSU and UC campuses. His proposed budget includes \$120,000,000 for the CSU's and he does not want any tuition increases. In two weeks, the Board of Trustees will meet in order to decide upon the Student Success Fees. Mr. Barcenas invited the Board to attend the meeting which will be held at the Chancellor's Office in Long Beach.

Open Forum: None

Adoption of Agenda: M/S Zatarain/Aboud to approve the agenda for January 15, 2015.

Motion passed.

OLD BUSINESS

SMSU 3/15 Expansion Update (Discussion, Azhand/Satterlund)

Mr. Azhand shared with the Board that the campus is in the process of hiring LPA as the architect for the SMSU Expansion project. Another regional architect has been hired for the Student Housing project and the Rec Sports Expansion. A site analysis was discussed regarding the Expansion projects.

Dr. Vasquez shared with the Board that an on-line survey has been sent to 3,000 faculty/staff and 4,000 students. The first 500 persons who complete the survey will receive a t-shirt. She commented that all the feedback and ideas are very essential to the process which will help us work towards an Expansion which will include the ideas which are important to students, staff, and faculty.

Mr. Day asked how the survey will affect the SMSU. Dr. Vasquez responded that the questions focus upon three different areas, the Intramural Field, Rec Center, and the SMSU. The questions focus upon getting an understanding of the person completing the survey, how often do they visit the facility, what would cause them to visit; this is a holistic approach. Dr. Fong asked if others could have access to the survey. Dr. Vasquez responded that she would inquire regarding this.

SMSU 20/15 LPA Agreement Update (Action, Jasso)

M/S Barcenas/Aboud to approve the LPA Agreement.

Mr. Day stated that he wanted to give the Board the opportunity to review the new agreement with LPA. An Executive Committee Meeting was held in December to approve the agreement since it was a time-sensitive matter. The agreement is approximately \$169,000 and dissolves an existing contract with Brailsford & Dunlavey. They will become a subcontractor to LPA. The reports which Brailsford & Dunlavey will provide need to be added into the contract in more specificity at a later date. Mr. Day will provide the Board with updates as they become available and the funds for the agreement will come out of the Reserves account.

Rising count 10 – 0 – 2. Motion passed.

NEW BUSINESS

SMSU 21/15 SMSU Equipment Purchase (Action, Day)

M/S Zatarain/Friedman to approve the SMSU Equipment Purchase in the amount of \$25,169.00.

Mr. Burgess shared with the Board that there is lot of work being done in the SMSU involving heavy lifting and access to high elevation areas, which requires a two-man Scissor Lift. In the past, this lift has been rented. The purchased lift will be shared between the SRFC and SMSU. He has met with the Interim Facilities Director, Juan Macias, and they have agreed to store the lift at Facilities. It would

undergo annual inspections coordinated through Facilities and the cost of the inspections would be incorporated into the CSUSB/SMSU Memorandum of Understanding. Staff would complete training in order to meet safety requirements. The purchase of the lift would allow both emergency and routine repairs to take place without delay.

Rising count 11 – 0 – 1. Motion passed.

SMSU 22/15 SRFC Facility Day Porter Contract (Action, Day)

M/S Weatherbie/Johnson to approve the SRFC Facility Day Porter Contract in the amount of \$5,295 per month.

Mr. Craig shared with the Board that last year, one of the Rec Sports Maintenance Custodians took a job with the University of California, Riverside. He is recommending accepting the bid from Contract Services Group for custodial services and not filling the vacant staff position. Mr. Day commented that this is a better solution than hiring student assistants in one respect, since the company will be bonded.

Rising count 11 – 0 – 1. Motion passed.

SMSU 23/15 Review of Previous Year's Programming (Discussion, Weatherbie)

Mr. Weatherbie shared with the Board that the Strategic Planning Committee reviewed the report which consists of a summary of last year's programs from each SMSU Center.

Mr. Barcnas left the meeting.

Ms. Wimbley shared with the Board that 116 programs and events were put on by the five programming centers. Of these, 44 were new programs. This represents an increase of programs from the prior year and less money was spent on programs as compared to the previous year. A few programming trends include more programs during the Winter and Spring Quarters as compared to the Fall Quarter and more large-scale programs being produced. New programs for this year include Arabic Night, a speaker on the topic of immigration, a Pinterest arts and crafts event, an event on Colorism, Anita Hill will be speaking in March, a "More Than Marriage" exhibit, and a transgender speaker - Janet Mock will be speaking in February.

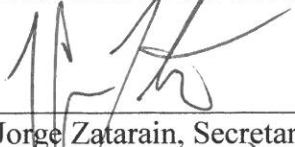
SMSU 24/15 Statue Update (Discussion, Jasso)

This agenda item was discussed during the Ad Hoc Statue Committee Report.

Announcements: Mr. Jasso asked the Board members to respond to the request for their information for the new SMSU Blog.

Adjournment: The meeting was adjourned at 11:36 a.m.

Minutes reviewed and approved by:



Jorge Zatarain, Secretary, Board of Directors

2/5/15

Date