



**California State University, San Bernardino**  
**Santos Manuel Student Union Board of Directors**  
**Thursday, May 14, 2015**  
**Minutes**

**Members Present:** Jackie Aboud, Fatima Adame, Ryan Bracken, Aaron Burgess, David Friedman, Alberto Jasso, Anthony Johnson, Dr. Josephine Mendoza, Joseph Weatherbie, Jorge Zatarain

**Members Absent:** Hamid Azhand, Alfredo Barcenas, Dr. Mary Fong, Shakeh Ghazaryan, Dr. Alysson Satterlund

**Staff Present:** Susan Avery, Melissa Cordoba, Rick Craig, Janet Honn-Alex, Maria Najera-Neri, Alexsaundra Preston, Jennifer Puccinelli, Anthony Roberson, Karlos Santos-Coy, Tari Wimbley

**Guests Present:** Anaiza Moreno

**Call to Order:** The meeting was called to order at 10:14 a.m.

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

**Approval of SMSU Board of Directors Minutes from April 16, 2015:**

M/S Zatarain/Bracken to approve the SMSU Board of Directors Minutes from April 16, 2015.

Motion passed.

**Reports:**

Chair: Mr. Jasso expressed his appreciation for everyone's attendance. He reminded the Board that the Board of Directors Student Representative applications are due today by 5:00 p.m. Mr. Burgess and Ms. Wimbley are working on the Board of Directors transition retreat.

Interim Executive Director: Mr. Burgess shared with the Board that Karlos Santos-Coy has accepted a temporary position as Special Projects Coordinator in the SMSU. His responsibilities will include student learning outcomes, staff development programs, and the Coyote First Step Program. The SMSU security update is being completed which will include 38 cameras with 24-hour surveillance. We are also working on new people counting system which will track the number of persons entering and leaving the SMSU. Ms. Puccinelli is learning the 25Live scheduling program and will attend a conference in July. This new scheduling system

will provide a better experience for students. The campus 50<sup>th</sup> anniversary program will include the Coyote Statue unveiling and Welcome Week activities.

Associate Director of Marketing & Programs: Ms. Wimbley shared with the Board that she would like to give kudos to departments in Marketing & Programs: The Marketing Department for the additional projects which they have completed for Student Affairs and being able to meet short deadlines. The Women's Resource Center produced an excellent event, "Take Back the Night" and the Pride Center collaborated on the campus' first Q Summit event. The Cross Cultural Center had a Cinco de Mayo event on this campus and also at the Palm Desert Campus. The Osher Adult Re-Entry Center had an event regarding on Sex Trafficking. Program Board had an electronic dance music event last week. The Rancho Mirage Student Center is working hard to increase the number of attendees at their events. Mr. Burgess commented that Dr. Vasquez praised our staff for the work they did on the Bystander Intervention Program. Coyote First Step is a new residential early start program for incoming freshman so that they can be on track for matriculation for the fall quarter. 2,000 incoming freshman will be participating this summer. Mr. Santos-Coy commented that there will be 150 programs currently on the calendar for each group, with participation from many campus departments. The funding for this project is coming from the Chancellor's Office, the President's Office and Student Affairs. Dr. Mendoza suggested having a scavenger hunt to help students familiarize themselves with the campus.

Student Recreation & Fitness Center: Mr. Craig commented that the Spring Splash event scheduled for today may be rained out. On June 3, there will be two Expansion Focus Groups in the SMSU Lobby. LPA and Brailsford & Dunlavey would like student feedback regarding what they want in the expanded SMSU and Rec Sports facilities. Ms. Preston commented that the Marketing Department is working with Zach Brenner from Student Affairs regarding the Expansion website. All of the information gathered at the Focus Groups will be uploaded to the website.

#### Committee Reports:

Ad Hoc Statue – Mr. Burgess shared with the Board that the Committee reviewed the artists' Request for Proposals for the Coyote Statue. The Committee also reviewed the proposed spaces for the new SMSU.

Finance & Contracts – Mr. Burgess shared with the Board that the Committee reviewed the SMSU and Rec Sports budgets and also the Bad Debt Write Offs policy and forwarded them to the Board.

Strategic Planning – Mr. Burgess shared with the BOD that the Committee reviewed the campus and SMSU Strategic Plan. There were no recommendations for changes but they wanted to verify that our Strategic Plan is in alignment with the campus Strategic Plan.

Board Representatives: None

**Open Forum:** Ms. Moreno shared with the Board that there is a lack of awareness and support for undocumented students. CSU Los Angeles, CSU Long Beach, CSU Fullerton, and CSU Northridge have Dream Centers on their campus and Crafton Hills College and San Bernardino Valley College also have Dream Centers. There are currently 400 undocumented students here at CSUSB and possibly there are more. 152 applications for the Dream Act have been approved. The support for these students starts with leaders who are willing to do speak up. She encouraged the Board to make it a priority to have a Dream Center in the expanded SMSU. Ms. Aboud commented that lawyers and paralegals could come to the Dream Center to assist the students with immigration concerns and to help them apply for financial aid. Mr. Jasso commented that he let the architects know that we need a Dream Center and that it should be included in the expanded SMSU. Ms.



Adame suggested that attorneys and paralegals could help students complete applications at Dream Nights. Mr. Burgess shared with the Board that we are in the process of creating a Center Creation Policy in order to make that process as easy as possible. We are going to do everything we can to meet the needs of our students. Ms. Moreno commented that she has spoken with many persons on campus in order to increase awareness of the need for a Dream Center.

**Adoption of Agenda:** M/S Friedman/Weatherbie to approve the agenda for May 14, 2015.

Motion passed.

## **NEW BUSINESS**

### **SMSU 44/15 SRFC 2015-2016 Budget/Second Reading (Action, Friedman)**

M/S Zatarain/Friedman to approve the second reading of the SRFC 2015-2016 Budget.

Mr. Craig shared with the Board that this is the same budget which was presented last month with the exception of two changes. As a result of an accounting review, the Student Affairs' chargebacks will increase. This increase will be funded by taking money from the Reserves account.

Rising count 9 – 0 – 1.

Motion passed.

### **SMSU 45/15 SMSU 2015-2016 Budget/Second Reading (Action, Ghazaryan)**

M/S Aboud/Zatarain to approve the second reading the SMSU 2015-2016 Budget.

Mr. Burgess shared with the Board that there were three changes made to the budget. The first change is the increase to the Student Affairs' chargeback amounts. There are also two additional requests to draw down funds from Reserves for directional signage in the SMSU in the amount of \$11,000 and the SMSU Lobby remodel in the amount of \$39,000. Mr. Zatarain asked about the status of the Pub furniture purchase. Mr. Burgess responded that he is working with a few companies that would be able to supply new Pub furniture in the amount of \$90,000.

Mr. Bracken asked about the Foot Washing Station project which was listed on the Operations Department Project list. Mr. Burgess responded that this is for Muslim students to wash their feet before prayer. He met with the Muslim Student Association to discuss the details for this project. Mr. Santos-Coy commented that foot-washing stations have been installed at other schools. Ms. Adame asked if showers could be installed in the SMSU. Mr. Burgess responded that students are referred to Rec Sports to use the showers located in that facility. Mr. Friedman asked why the installation of the foot-washing station would cost \$25,000. Mr. Burgess responded that when plumbing needs to be installed, the costs increase. This cost will also include prevailing wage. Ms. Adame commented that the Cross Cultural Center was not listed as requesting Reserves for a project. Mr. Burgess responded that they did not request Reserves for the 2015-2016 academic year.

Rising count 9 – 0 – 1.

Motion passed.

**SMSU 46/15 Bad Debt Write Off (Action, Jasso)**

M/S Bracken/Johnson to approve the Bad Debt Write Off.

Ms. Najera-Neri shared with the Board that one of the findings from the Chancellor's Office audit was to write off uncollectable debt on a yearly basis. Mr. Burgess commented that we will still pursue the collection of debts which are written off. Mr. Weatherbie commented that his fraternity had a debt and he had not contacted. Ms. Najera-Neri responded that past-due statements are sent to the Student Leadership Department and are also emailed to clubs and organizations.

Rising count 9 – 0 – 1.

Motion passed.

**SMSU 47/15 Coyote Statue RFP (Action, Bracken)**

M/S Zatarain/Johnson to approve the Coyote Statue RFP.

Ms. Cordoba shared with the Board a PowerPoint presentation including artwork samples and proposals from Chris Navarro and Patrick Jewett, the project timeline, and the criteria for awarding the contract for the creation of the Coyote statue. Mr. Burgess commented that the RFP was sent out to six artists and three artists responded. Once the Board decides upon an artist, they will be vetted and their references checked.

The Board voted on the artists. Chris Navarro received seven votes and Patrick Jewett received two votes.

M/S Zatarain/Adame to amend the main motion to add the Coyote Statue contract be awarded to Chris Navarro in the amount of \$50,000 pending the reference check.

Rising count 8 – 0 – 2.

Motion passed.

The Board then voted on the main motion as amended.

Rising count 8 – 0 – 2.

Motion passed.

**Announcements:** The Board was invited to attend the Yotie Awards on June 12 at 4:00 p.m. The next Board meeting will also include the Annual Board Meeting beginning at 12:00 p.m. Ms. Aboud encourage everyone to attend an Open Forum on May 28 from 4:00 p.m. – 6:00 p.m. regarding the Student Success Fees.

**Adjournment:** The meeting was adjourned at 11:46 a.m.

Minutes reviewed and approved by:

  
Jorge Zatarain, Secretary, Board of Directors

6/9/15  
Date