



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Thursday, June 11, 2015
Minutes**

Members Present: Fatima Adame, Hamid Azhand, Alfredo Barcenas, Ryan Bracken, Aaron Burgess, David Friedman, Shakeh Ghazaryan, Alberto Jasso, Anthony Johnson, Dr. Josephine Mendoza, Joseph Weatherbie, Jorge Zatarain

Members Absent: Jackie Aboud, Dr. Mary Fong, Dr. Alysson Satterlund

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

Guests Present: Freddie DeLaCerde, Diana Hernandez Aguilar, Joshua Imeri Garcia, Jerome LeDuff, Jr., Luis Martinez, Anaiza Moreno Gonzalez, Jake Orta, Jessica Pitzek, Chad Reyes

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 May 14, 2015:

M/S Weatherbie/Ghazaryan to approve the SMSU Board of Directors Minutes from May 14, 2015.

Motion passed.

Reports:

Chair: Mr. Jasso expressed his appreciation for the Board members and the SMSU staff for their assistance with campus expansion projects and the staff transition. It has been a great year and we moving forward in a positive direction.

Interim Executive Director: Mr. Burgess expressed his appreciation to Ms. Wimbley for all of her work with the student groups and SMSU centers. He expressed his appreciation to the Board

for their assistance with all of the projects during the year. He is looking forward to working with them and the new Board members during the upcoming year.

Associate Director of Marketing & Programs: Ms. Wimbley commented that the Marketing Department has been working diligently with many campus departments on many last-minute projects. All of the centers have been working hard to produce excellent programs and events for the Spring Quarter.

Student Recreation & Fitness Center: Mr. Craig expressed his appreciation for the Operations staff for their great set up for the Expansion Focus Group event in the SMSU Lobby last week. He also expressed his appreciation to the Board for their assistance with Rec Sports projects.

Committee Reports:

Ad Hoc Sustainability – Mr. Friedman shared with the Board that he spoke with LPA regarding sustainability initiatives for the expanded SMSU. The ASI and SMSU are considering partnering for the bike share program.

Commercial Services – Mr. Friedman shared with the Board that the Committee met with the Sodexo general manager and discussed Pub updates and student budget-friendly catering.

Facilities – Mr. Burgess shared with the Board that the Committee discussed construction projects. He also met with LPA regarding the SMSU tenant and student needs.

Personnel – Mr. Jasso shared with the Board that the Committee reviewed the applications for the Student Representative applications and invited the finalists to participate in the interviews today.

Policies & Procedures – Mr. Zatarain shared with the Board that the Committee discussed the Paid Sick Leave Policy and the Center Creation Policy. Both of these policies have been forwarded to the Board for their review and approval.

Board Representatives: Mr. Barcenas shared with the Board his appreciation for everyone's assistance with his responsibilities as ASI President. Bryce Davis will be the new ASI President for the 2015-2016 academic year. This year, the ASI approved Bike Sharing Program and provided more services for students. The last thing he did as President was to pass a resolution which states that the ASI supports the expansion of the SMSU and encourages the creation of additional centers. Ms. Adame shared with the Board members her appreciation for the opportunity to serve with them.

Open Forum: None

Adoption of Agenda: M/S Barcenas/Ghazaryan to approve the agenda for June 11, 2015.

Motion passed.

SMSU 48/15 Review of Investments and Investment Income (Action, Jasso)

M/S Barcenas/Bracken to approve the review of the Investments and Investment Income.

Ms. Najera-Neri shared with the Board that this report is as of May 31, 2015. It represents the most current information regarding the amount of funds in the SMSU investments and how much interest these accounts have earned.

Rising count 11 – 0 – 1.

Motion passed.

SMSU 49/15 Recommendation for general 2% salary increases for staff (Action, Mendoza)

M/S Zatarain/Weatherbie to approve the recommendation for a general 2% salary increase for SMSU staff.

Mr. Burgess shared with the Board that CSU state-side employees will receive a 2% pay increase as of July 1, 2015. If this pay increase does not go through, then the SMSU usually rescinds the pay increase for SMSU employees. Ms. Adame asked if the amount could be increased to more than state-side employees receive. Mr. Burgess responded that the SMSU raise amount stays in line with the state-side amount. Ms. Adame requested that in the Fall, the Personnel Committee review a request for a 3.5% salary increase for SMSU employees.

Rising count 11 – 0 – 1.

Motion passed.

SMSU 50/15 SRFC Reclassifications (Action, Mendoza)

M/S Weatherbie/Johnson to approve the SRFC Reclassifications.

Mr. Craig shared with the Board that he has two staff members who are currently doing tasks which are not listed on their job description. He is submitting a request that they be reclassified to Office Coordinator and to Maintenance Custodian II. This request is also being reviewed by the CSUSB Human Resources Department but has not been finalized.

Rising count 11 – 0 – 1.

Motion passed.

SMSU 51/15 Paid Sick Leave Policy (Action, Zatarain)

M/S Zatarain/Ghazaryan to approve the Paid Sick Leave Policy.

Mr. Burgess shared with the Board that AB 1522 mandates that part-time non-benefitted employees receive paid sick leave. AB 1522 listed two options for employees to receive paid sick leave. The first method is to grant them 24 hours as of July 1, 2015 and then 24 hours at the beginning of each calendar. Another method is for employees to accrue one hour of paid sick leave for every 30 hours worked. The SMSU has decided to implement the accrual method of paid sick leave since it is more financially advantageous.

Rising count 11 – 0 – 1.

Motion passed.

SMSU 52/15 Center Creation Policy (Action, Zatarain)

M/S Weatherbie/Zatarain to approve the Center Creation Policy.

Mr. Burgess shared with the Board the details of the Center Creation Policy. The first paragraph defines a center; however, the Policies & Procedures Committee had concerns as to whether or not the word “safe” should be included. We expect that the campus should be a safe place, but it is not always a safe place. The word “safe” needs to remain in the definition and as a component of a center. The Center Policy also lists the criteria for a new center proposal. The third paragraph lists the responsibilities of the Board of Directors regarding this policy, including an evaluation process to determine the center’s effectiveness.

Mr. Barcenas asked what type of vote would be needed to eliminate a center. Mr. Burgess responded that it would be a majority vote for either changes to a center or replacement. Mr. Bracken suggested adding a deadline for center proposals. Ms. Adame asked how we determined the time period of every three years to determine the effectiveness of a center. She commented that center success criteria should be outlined in qualitative and quantitative terms. Mr. Burgess responded that we are asking the person who created the center to create the evaluation tool.

Dr. Mendoza suggested that it take a 2/3 vote and a probation period for changes to a center. Mr. Stratton commented that at this point, the Board is voting upon the Center Creation Policy and the vote upon the assessment tool could come at a later date. A 2/3 vote is usually reserved for high-profile action items. He strongly encouraged the Board to vote upon the policy so that it is in place for the volume of requests for the expanded SMSU. Mr. Barcenas agreed with Mr. Stratton’s comments and also upon a probation period. Mr. Azhand commented that adding or eliminating a center is an important step because the SMSU space is valuable.

Mr. Stratton encouraged the Board to not shy away from saying no to center proposals, to be leaders and make those difficult decisions. The Board needs to be sensitive, but to also move forward and be in charge. Ms. Adame commented that at each expansion we were at capacity. It is the Board’s responsibility to keep this a student-led building. Ms. Wimbley strongly encouraged the Board reconsider voting on this because it will significantly impact four SMSU centers. She expressed the opinion that more thought needs to go into this policy. She wanted the Board to consider how this policy affects the professionals attached to the center. Mr. Burgess commented that this Center Creation Policy goes beyond just cultural centers. Those who are involved in creating the centers will be involved in creating the assessment tool. We collectively will make a decision as to what is best for our students.

M/S Adame/Bracken to amend the Main Motion to approve this policy for six months pending the establishment of an assessment tool and the review of employee evaluation process.

Rising count 6 – 6 – 0

Motion failed.

The Board then voted upon the original Main Motion.

Rising count 11 – 1 – 0.

Motion passed.

SMSU 53/15 SMSU Atrium Equipment Purchase (Action, Burgess) \$7,242.16.

M/S Zatarain/Ghazaryan to approve the SMSU Atrium Equipment Purchase in the amount \$7,242.16

Mr. Roberson shared with the Board that there is a need to increase outside seating with umbrellas in the SMSU Atrium. These will be purchased and installed before the Fall quarter begins. The color of the umbrellas will be Coyote Blue.

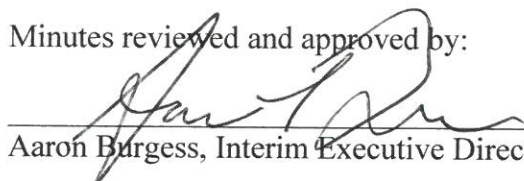
Rising count 10 – 0 – 1

Motion passed.

Announcements: Everyone is invited to attend the Yotie Awards to be held on Friday, June 12 at 4pm. Mr. Barcenas expressed his appreciation for the opportunity to serve upon the SMSU Board of Directors. Mr. Azhand expressed his appreciation to the student representatives for volunteering their time. Mr. Burgess invited everyone to attend the going-away celebration for Ms. Wimbley on June 19 at 3pm.

Adjournment: The meeting was adjourned at 11:19 a.m.

Minutes reviewed and approved by:



Aaron Burgess, Interim Executive Director



Date