



**Santos Manuel  
Student Union**

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**California State University, San Bernardino  
Santos Manuel Student Union Board of Directors  
Thursday, October 12, 2017  
Minutes**

**Members Present:** Dionely Acosta, Drew Allensworth, Hamid Azhand, Jodi Buckley, Aaron Burgess, Riane Castro, Connor Dickson (Designee for Andrea Davalos), Dr. Mary Fong, David Friedman, Prince Ogidikpe, Derick Prince, Dr. Alysson Satterlund, Matthew Summerville, Tracie Ventimiglia

**Members Absent:** Dr. Josephine Mendoza

**Staff Present:** Francisco Alfaro, Kimberly-Anne Anacleto, Susan Avery, Jasmine Bustillos, Vilayat Del Rossi, Leatha Eldson, Ivan Gastelum, Janet Honn-Alex, Sean Kinnally, Jessica Madrigal, Monica McMahon, Turahja Moore, Trent Morgan, Maria Najera-Neri, Andi Okoh, Mark Oswood, Anthony Roberson, Olivia Ruiz, Michael Wong, Rosemary Zometa

**Guests Present:** James Raver, Terry Shea

**Call to Order:** The meeting was called to order at 10:03 a.m.

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

**Approval of SMSU Board of Directors Minutes from June 8, 2017; approval of SMSU Executive Committee Minutes from July 31, 2017.**

M/S Buckley/Dickson to approve the SMSU Board of Directors Minutes from June 8, 2017 and SMSU Executive Committee Minutes from July 31, 2017.

Motion passed.

**Reports:**

Chair: Ms. Castro shared with the Board of Directors that she is excited to continue working on the SMSU Expansion process and strengthening the Recreation & Wellness and Student Union partnership.

Executive Director: Mr. Burgess shared with the Board of Directors the impact that the "Coming Out Monologues" had on those that attended and the tremendous service the centers are providing to the community. Mr. Burgess also introduced those that had been hired or had a change in role within the Corporation over the summer.

Marketing & Programs: Ms. Zometa shared with the Board of Directors the successful grand opening of the First People's Center. Additionally, the affinity centers participated in the Weeks of Welcome event and Kimberly-Anne Anacleto is putting together an incredible marketing campaign for the SMSU 40<sup>th</sup> Anniversary celebration. Ms. Zometa shared that Late Night and Palm Desert's Back-to-School Kick Off events were a success.

Operations: Mr. Roberson shared with the Board of Directors that IT is in the process of migrating the SMSU and Recreation & Wellness websites to a campus platform. The laptop lending program continues to be a valuable service students utilize regularly. The Scheduling Office has fully launched the EMS web app and the SMSU has hosted 254 events, an average of nine events per day for the month of September.

Recreation & Wellness: Mr. Wong shared with the Board of Directors that the Recreation & Wellness team is assisting with the community garden and has hosted seven wellness workshops in conjunction with the Student Health Center. The Recreation & Wellness team also remodeled the men's sauna and installed an auto belay over the summer.

Audit Committee: Ms. Buckley shared with the Board of Directors that the SMSU Audit was completed in a timely manner and that the SMSU will continue to implement new rules and regulations to ensure consistent compliance.

Personnel Committee: Ms. Castro shared with the Board of Directors that the Committee reviewed task and assignments, reviewed a merit increase proposal, and discussed current personnel issues.

Recreation & Wellness Committee: Ms. Ruiz shared with the Board of Directors that the Committee elected a Vice Chair, Chad Reyes, and remodeled various aspects of the building over the summer. The Committee continues to welcome suggestions from members and will work on updating their marketing strategies.

**Open Forum:** None

**Adoption of Agenda:**

M/S Buckley/ Ogidikpe to amend the agenda by changing SMSU 03/18 SMSU Board of Directors Compensation from an action item to a discussion item and to move SMSU 07/18 SUE Down Payment to the second agenda item.

Motions approved.

**New Business:**

**SMSU 01/18 SMSU Audit Report (Action, Buckley)**

M/S Buckley/Prince to approve the SMSU Audit Report.

Mr. Shea reviewed the audit process with the Board of Directors. Mr. Shea explained the "unmodified opinion" classification of the audit means it is performed to the highest standard. Mr. Shea reviewed total assets, pension liability, and changes to OPEB liability. The detailed audit report is found in the Board binder for the Board of Directors' in-depth review.



Rising count 13 – 0 – 1. Motion passed.

**SMSU 07/18 SUE Down Payment (Action, Burgess)**

M/S Buckley/Ventimiglia to approve the SUE Down Payment of \$8,800,000.00.

Mr. Raver presented the work that has been completed in preparing for the Student Union expansion. He detailed how the expanded Student Union fits in to the Campus master plan and promotes student engagement. Mr. Azhand commented on the lengthy process involved in constructing a new building on a college campus and shared that LPA is one of the top architecture firms in the nation and will follow the project through to completion. The University will submit the design to the Board of Trustees in November. The “working drawing” phase will involve submitting detailed plans to five plan-checking agencies before construction can begin. Construction will likely begin Fall of 2019. The cost estimate of the SMSU Expansion project is based on a CSU formula. A 10% down payment is required prior to securing the bond from the Chancellor’s Office. Mr. Ogidikpe inquired about the use for the current building. Ms. Elsdon commented on the several options for the use of the current building which may house a wellness component and the Career Center. Mr. Azhand shared that the Commons will also be included in the SMSU’s future portfolio and commented that many spaces on campus are being revitalized and remodeled. Ms. Elsdon commented that a feasibility study was completed by LPA to ensure the buildings are being used to their maximum potential and have taken input from student leadership into consideration. Dr. Fong voiced her concern about the palm trees included in the current design as they may pose potential hazard and do not provide shade. Dr. Fong also suggested a water fountain or a water element to be added to the design. Mr. Raver explained that the formal plan allows for the process to move forward by estimating the cost of each design element and move to the “preliminary design” phase. LPA will be consulting with Facilities Management and other teams on campus to discuss the specific landscape choices and finalize details with all appropriate parties. Specific details of each design component will come in the next phase.

Rising count 14 – 0 – 0. Motion passed.

**SMSU 02/18 Office of Student Conduct Memo (Discussion, Burgess)**

Mr. Burgess shared the Student Conduct memo which contains the guidelines, expectations, and ethical standards required of all Board members.

**SMSU 03/18 SMSU Board of Directors Compensation (Discussion, Castro)**

Ms. Castro shared that the Board of Directors may be moving towards the direction of compensating Board members. Further discussion of this topic will take place when Mr. Beechko can attend a meeting with the Board of Directors.

**SMSU 04/18 R&W Open Gym Walls Replacement (Action, Castro)**

M/S Buckley/Dickson to approve Recreation and Wellness Open Gym Wall Replacement not to exceed \$8,497.00.

Mr. Roberson shared that the Open Gym walls are not suitable for Indoor Soccer. This replacement will ensure that the damage is repaired, but also replaced to allow for continued Indoor Soccer use. Mr. Roberson recommended Three Peaks Construction to complete the project.

Rising count 14 – 0 – 0. Motion passed.

**SMSU 05/18 R&W Personal Training Rate Increase (Action, Allensworth)**

M/S Prince/Buckley to approve the R&W Personal Training Rate Increase.

Mr. Del Rossi shared that Personal Training rate increases pertain only to faculty and staff rates, but that the student rates remain the same.

Rising count 14 – 0 – 0. Motion passed.

**SMSU 06/18 R&W Climbing Wall Increase (Action, Allensworth)**

M/S Friedman/Buckley to approve R&W Climbing Wall Increase.

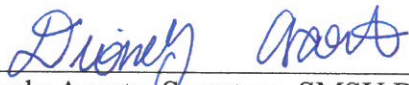
Mr. Oswood commented on the need to change the fees to account for staffing costs when groups rent out the Climbing Wall. Dr. Satterlund recommended highlighting the fact that students will not be charged additional student fees when informing the general public of the rate increase.

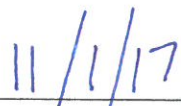
Rising count 14 – 0 – 0. Motion passed.

**Announcements:** Mr. Ogidikpe invited everyone to Homecoming. Ms. Honn-Alex invited everyone to the Pride Center's event where Roxanne Gay will be speaking. Dr. Satterlund thanked the SMSU BOD for their support at Jordyn Rivera's vigil and commended Ms. Zometa and Ms. McMahon for their excellent work navigating a complicated program. Ms. Zometa invited everyone to the Pow Wow event. Mr. Morgan invited everyone to the Women's Soccer game and Ms. Acosta invited the team to the ALFSS meet and greet.

**Adjournment:** The meeting was adjourned at 11:28 a.m.

Minutes reviewed and approved by:

  
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Dionely Acosta, Secretary, SMSU Board of Directors

  
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Date