



Santos Manuel Student Union

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**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Thursday, November 13, 2014
Minutes**

Members Present: Jackie Aboud, Fatima Adame, Hamid Azhand, Alfredo Barcenas, Ryan Bracken, Mark K. Day, David Friedman, Shakeh Ghazaryan, Alberto Jasso, Anthony Johnson, Dr. Josephine Mendoza, Joseph Weatherbie

Members Absent: Dr. Mary Fong, Dr. Alysson Satterlund, Jorge Zatarain

Staff Present: Francisco Alfaro, Susan Avery, Aaron Burgess, Rick Craig, Tamara Holder, Janet Honn-Alex, Maria Najera-Neri, Alexsaundra Preston, Jenny Puccinelli, Joseph Toyotome, Tricia Toyotome, Dr. Sandra Vasquez, Tari Wimbley, Rosemary Zometa

Guests Present: None

Call to Order: The meeting was called to order at 10:09 a.m.

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

Approval of SMSU Board of Directors Minutes from October 9, 2014:

M/S Aboud/Azhand to approve the SMSU Board of Directors Minutes from October 9, 2014.

Motion passed.

Reports:

Chair: Mr. Jasso shared with the Board that he would like to recognize Program Board because "Howl at the Moon" was a great event and the students really enjoyed themselves. The SMSU Marketing Department won first place at the ACUI Region I Conference for the "I Love my SMSU" campaign and Mr. Day received an ACUI Region I Icon Award. He also met with the Vice President of Student Affairs regarding the CSUSB Master Plan and the SMSU Expansion.

Executive Director: Mr. Day encouraged everyone to attend the SMSU Art Unveiling tonight. The SMSU has had a lawsuit filed against it. CSU has tendered defense to the SMSU and an attorney has been retained to represent us. Dr. Vasquez commented that on behalf of the Office of the Dean of Students that will offer support to the SMSU regarding this process. Dr. Alysson

Satterlund will work closely with Mr. Day to provide guidance and assistance as necessary in working closely with our general counsel to monitor and address the situation and provide due diligence as necessary.

Associate Director of Operations: Mr. Burgess shared with the Board that Operations has completed the purchases for our own lighting and trussing systems. The SMSU used to pay for outside vendors to provide these services. Ms. Puccinelli will receive training on 25 Live, the new scheduling software. New stalls have been installed in the restrooms on the south side of the building. Mr. Day thanked Operations for completing the Title IX Office remodeling project so quickly.

Associate Director of Marketing & Programs: Ms. Wimbley shared with the Board that more than 25 programs have been hosted by the centers this quarter. She encouraged everyone to attend the remaining events for the Fall quarter. The Pride Center and RMSC will be collaborating to present a karaoke event at the Palm Desert Campus. The centers have received new furniture and she thanked everyone who was involved in this project. Dr. Vasquez acknowledged the remarkable work of the Marketing Department for designing student-friendly materials to educate students regarding Title IX and Sexual Assault Awareness and Prevention.

Student Recreation & Fitness Center: Mr. Craig shared with the Board that he attended the lunch to honor Veterans and gave out Rec Sports t-shirts to the participants. Rec Sports will also attend the ASI Tailgate event for the Women's Volleyball team. One of the Maintenance staff members has resigned in order to take a position at UCR. They have hired Contract Services Group to provide janitorial services in order to keep the building clean. October was the busiest month with overall student use and unique users.

Ad Hoc Sustainability Committee: Mr. Friedman shared with the Board that the Ad Hoc Sustainability Committee discussed some ideas regarding what can be done immediately in the SMSU. These included additional water bottle stations, foliage to provide shade, and new trash cans. They also got some ideas from a daylong workshop on sustainability held at Cal Poly Pomona. The Committee will research sustainability efforts at other CSU campuses.

Finance & Contracts Committee: Ms. Ghazaryan shared with the Board that the Finance & Contracts Committee discussed the Title IX Office Sublease. The Committee agreed with previous discussion that the Board would like to receive a future report on how students are being served through this new office with qualitative and quantitative data. Perhaps this report could be presented in May of 2015.

Policies & Procedures Committee: Mr. Bracken shared with the Board that the Policies & Procedures Committee discussed the Hospitality Policy, the Co-Sponsored Program Policy, and the Sandwich Board Policy.

Board Representatives: Mr. Barcnas shared with the Board that he attends CSSA meetings once a month with all of the CSU ASI Presidents. They discuss legislative issues which effect students. In January, 2015, they will discuss with the Board of Trustees the Student Involvement and Representation Fee. This will be a \$4 fee to help sustain the CSSA and it will not be mandatory. The Board of Trustees is also discussing how the Student Success Fees should be used. On some campuses, these fees are going towards faculty and athletics. He also mentioned that the White House has begun a new campaign entitled "It's On Us" regarding sexual assault.

Dr. Vasquez commented that she is proud of Mr. Barcnas and ASI for developing a student-led campaign with the slogan "Coyotes Respect the Pack." We will be participating next week in a national call to action with a campus Open Forum to discuss resources for prevention of sexual violence and sexual harassment. We are working with several campus departments to prepare an ongoing initiative for student training. She challenged the Board of Directors Student Representatives to be leaders with us regarding this campaign. Mr. Day asked Mr. Barcnas what the CSSA will do specifically with the funds if the \$4 fee is approved. Mr. Barcnas responded that this is addressed in the document regarding the fee and the ASI presidents will have the final say as to how the funds will be used.

Open Forum: None

Adoption of Agenda: M/S Ghazaryan/Day to move agenda item SMSU 11/15 to the beginning of the agenda for October 9, 2014.

The motion to approve the amended agenda passed unanimously.

SMSU 11/15 Appointment of SMSUBOD Representative (Action, Jasso)

Mr. Jasso shared with the Board that there is a Board of Directors Student Representative vacancy with the departure of Janhavi Dhargalkar. This will be a one-year position and the two alternates, Alex Gutierrez and Anthony Johnson will be considered. Alex Gutierrez was not in attendance at the meeting.

Mr. Johnson shared with the Board his qualifications to serve on the Board. Mr. Barcnas spoke on behalf of Mr. Gutierrez. A vote was taken and Mr. Johnson was selected to serve upon the Board.

Dr. Mendoza left the meeting.

OLD BUSINESS

SMSU 46/14 SMSU Policy on Criteria for Co-Sponsored Programs (Action, Todorovich)

M/S Ghazaryan/Aboud to approve the SMSU Policy on Criteria for Co-Sponsored Programs.

Mr. Day shared with the Board that this Policy provides clarity to Co-Sponsored Programs and the rates which groups would be charged to have events in the SMSU. Varying program support levels will be recognized in the scheduling process of the SMSU. Student organizations and other groups typically pay for the hard costs associated with their event, such as the payment for staff and equipment. Soft costs include SMSU room rental and program planning support from the Scheduling Office staff. Student organizations do not typically pay for these costs. Programs that closely match the mission and vision of an SMSU Center may apply for co-sponsorship. The center coordinators will be asked to keep a written Co-Sponsorship Form on file, detailing the agreed-upon level of co-sponsorship for each qualifying program.

Ms. Adame commented upon the terminology in Level C, that the terms "low" and "slightly higher" were vague. Mr. Day responded that tiers I – VI correspond with the SMSU Scheduling

Rate Sheet. He suggested that the language in Level C could be changed to state at which tier each item would be billed, and asked if that would provide the needed specificity. Item #2 would be billed at tier two and item #3 would be billed at tier three on the Rate Sheet, etc... Mr. Day suggested that the title of Level C be changed to state: "Other Sponsored and Co-sponsored programs will be charged at the following tier levels as per the SMSU rate sheet."

There was no further discussion. I was generally agreed that these editorial changes would clear up ambiguous language.

Motion passed.

SMSU 03/15 Expansion Update (Discussion, Day)

Mr. Day shared with the Board that we have begun a number of meetings with LPA and Brailsford & Dunlavey regarding the SMSU expansion. Other campus projects including the Housing expansion, Rec Sports expansion, and Athletic Fields expansion will be involved in these meetings. He encouraged the Board to attend these meetings so that they can be aware of the progress which is being made regarding the expansion projects.

Mr. Burgess shared with the Board that he had attended two meetings and the focus was to determine what is wanted inside the expanded facilities, programming needs, and desired locations. All three architecture firms want to listen to what the students want. Mr. Azhand commented that CSUSB is aggressively working on several student-related facilities. Students are welcomed at all meetings. Everything we do is for the success of the students and we are working on a major master plan for the campus.

Mr. Day reiterated the importance of the students attending the meetings, being engaged and asking questions.

SMSU 10/15 SMSUBOD Social Activities (Discussion, Aboud/Friedman)

Ms. Aboud and Mr. Friedman shared with the Board that upcoming social activities will include the Rec Sport Leadership Challenge Course in January, go-karting, and a Lakers or Clippers game during the Spring Quarter. Board members will be sent an email regarding their availability for these events.

NEW BUSINESS

SMSU 12/15 Title IX Office Sublease (Action, Friedman)

M/S Bracken/Weatherbie to approve the Title IX Office Sublease.

Mr. Day shared with the Board that this Sublease contains the same terms as the Ombuds Sublease, including the same square footage and custodial support. This will be a short-term Sublease in order to provide immediate support while determining if this is the best location to serve students, long-term. He stated that the Title IX Office needs a space in the SMSU and short-term, this is a good solution. Dr. Vasquez noted the critical role of the Title IX Office as a federal mandate and also in moving towards a collaborative and campus-wide responsibility. Being in the hub of student life gives it a high level of visibility for student access. She is very

excited to have Miss Martin and her additional staff on board. From a Student Conduct perspective, she noted the great value of this work which provides a fair and equitable process of notifying students of their rights, options, and support services.

Rising count 9 – 1 – 1. Motion passed.

SMSU 13/15 SMSU/SFRC Accident Report 2013-2014 (Action, Zatarain)

M/S Weatherbie/Aboud to accept the SMSU/SFRC Accident Report 2013-2014.

Ms. Avery shared with the Board that one of the tasks of the Policies & Procedures Committee is to review the SMSU/SRFC Accident Report each year in order to determine if any changes are needed to make either facility safer. Mr. Day stated that these reports are reviewed for repetitive, recurring incidents which show a need for change in staffing or equipment. None were identified in this report.

Motion passed.

SMSU 14/15 CoyoteFest Reserve Use Request (Action, Jasso)

M/S Aboud/Friedman to approve the CoyoteFest Use Request.

Ms. Zometa shared with the Board a video of last year's CoyoteFest and addressed some concerns about the event. Regarding the waivers and wristbands, Program Board has followed best practices from other CSU campuses in distributing waivers and wristband two to three days before the event. Mr. Day requested that this be adjusted so that the wristband would not be transferred to someone else, and that program headcounts could be made as accurate as possible. Program Board is working with the Fire Marshall to make sure that all areas and attendees are secure. It was also requested that Program Board provide a budget breakdown for the review of the Board. Ms. Zometa commented that last year, collaborating entities included ASI, SLD, Alumni Association, and Rec Sports. Mr. Day commented that he wanted the wristbands to determine accurate numbers of attendees, including off-campus guests. Mr. Barcenas expressed concern about the safety of the event. Ms. Zometa responded that they use a private security group and the University Police Department and that guests would be differentiated in headcount this year. Last year, there were 10 officers from UPD and 15 from the private security group. This year, Program Board wants to expand the event into the Library Lawn, the SMSU, and the Lower Commons Patio so more security could be an important factor.

M/S Day/Ghazaryan to amend the main motion by adding the amount of \$20,000.

Mr. Day commented that there needs to be a long-range funding plan so that they will not run out of funds from their reserves account, if this is to be an ongoing annual program.

Rising count 10 – 0 – 1. Amendment to the Main Motion passed.

There was no further discussion and the Board voted upon the amended Main Motion.

Rising count 10 – 0 – 1. Main motion as amended passed.

SMSU 15/15 Pride Center Reserve Use Request (Action, Ghazaryan)

M/S Ghazaryan/Adame to approve the Pride Center Reserve Use Request in the amount of \$12,500.

Ms. Honn-Alex shared with the Board that big speakers are brought to the SMSU occasionally. Janet Mock is one of the leaders in the Transgender movement. She will speak on the movement and her life experiences. Janet Mock was suggested by the students and her presentation will consist of a lecture, a question and answer period, a book signing, and a reception. Not only will students attend this event, but also faculty and staff. Ms. Adame commented that the Inland Empire lacks this type of cultural activity and it will draw a huge crowd. Mr. Friedman asked if it will be advertised at the Palm Desert Campus. Ms. Honn-Alex responded that there will be a big marketing campaign which will include Palm Desert Campus. Dr. Vasquez commented that it is wonderful to see the SMSU involved in the expansion of the educational experiences of the students.

Rising count 10 – 0 – 1. Motion passed.

SMSU 16/15 WRC Reserve Use Request (Action, Ghazaryan)

M/S Aboud/Weatherbie to approve the WRC Reserve Use Request in the amount \$19,000.

Ms. Honn-Alex shared with the Board that the Women's Resource Center has \$70,000 in Reserves and would like to bring Anita to speak on campus. Anita Hill started the national dialogue regarding sexual harassment. She is a law professor, a best-selling author, and a well-known speaker. If we brought her to speak at the SMSU Events Center, overflow seating would need to be used in the SMSU Theater. Her presentation will consist of a lecture, a question and answer period, a book signing, and a reception.

Ms. Aboud expressed concern about how many students will attend and if this would be money well spent. Ms. Wimbley commented that this event will enhance the academic experience of students. Ms. Adame commented that women are vilified for speaking out about their experiences and need to be heard. Mr. Barcenas asked why her speaking fee is so high and suggested that another speaker could be selected which would have a more powerful impact.

Dr. Vasquez noted that the White House task force has created a national agenda regarding this issue. She challenged the Board to be collaborators in increasing awareness on sexual harassment. We have an opportunity to bring someone who has been a critical figure in the fight against sexual harassment. Ms. Aboud commented that we do not take sexual assault lightly and we should have a speaker which would also attract the male audience. Mr. Bracken commented that another speaker should be selected because Anita Hill is a controversial speaker and very expensive. Mr. Jasso commented that it is time to make a change and spend more money on big speakers; we should take a risk and change our culture. Mr. Day agreed with Mr. Jasso's remarks and noted that for any kind of well-known speaker, this is not a large dollar amount. He suggested that perhaps we are just uncomfortable spending this much, but if we are going to present major speakers we will have to spend these kinds of amounts. Ms. Wimbley commented that the SMSU programs are derived from students and their suggestions.

Rising count 6 – 3 – 2. Motion passed.

SMSU 17/15 CCC Reserve Use Request (Action, Day)

M/S Weatherbie/Ghazaryan to approve the CCC Reserve Use Request in the amount of \$12,000.

MS. Holder shared with the Board that Jose Antonio Vargas is proposed to speak on the topic of immigration. He is a Pulitzer Prize-winning journalist and the founder of Define American. This is a very popular topic on campus of interest to students nationwide.

Ms. Ghazaryan left the meeting.

Mr. Day commented that this speaker is taking a chance speaking on this topic as he could be deported at any time, his resolution in this endeavor is impressive. He reminded that many students can identify with Mr. Vargas' situation and that this topic will generate lots of attention and interest on campus. Dr. Vasquez commented that it is the mission of the CSU system to allow dreamers access to higher education.

Rising count 9 – 0 – 1. Motion passed.

SMSU 18/15 Operations Request (Action, Day)

M/S Weatherbie/Johnson to approve the Operations Request in the amount of \$2,674.83

Mr. Burgess shared with the Board that Operations is requesting funding to replace the water bottle filling station near the Atrium with a unit that will add a drinking fountain and refrigerated water. They would also like to install retrofit units that will add bottle filling stations to the drinking fountains near the ASI offices and the Board Room on the first and second floors. Mr. Friedman commented that this is a step towards sustainability and will encourage students to use more sustainable resources.

Rising count 9 – 0 – 1. Motion passed.

SMSU 19/15 SFRC Equipment Request (Action, Day)

M/S Weatherbie/Aboud to approve the SFRC Equipment Request in the amount of \$20,817.04.

Mr. Craig shared with the Board that Rec Sports is requesting funds to purchase two Powermills to replace two Stepmills which are 12 years old. Mr. Friedman asked if there is a danger to students if they break. Mr. Craig responded that if used correctly, they are safe.

Rising count 9 – 0 – 1. Motion passed.

Announcements: None

Adjournment: The meeting was adjourned at 12:22 p.m.

Minutes reviewed and approved by:


Jorge Zatarain, Secretary, Board of Directors

12/17/14
Date