



**California State University, San Bernardino  
Santos Manuel Student Union Board of Directors  
Thursday, January 19, 2017  
Minutes**

**Members Present:** Hamid Azhand, Aaron Burgess, Connor Dickson, Dr. Mary Fong, Alejandro Gamboa Montes, Alex Gutierrez, Diana Hernandez Aguilar, Felicia Hernandez, Dr. Alysson Satterlund, Ruben Vasquez

**Members Absent:** David Friedman, Alex Gutierrez, Joshua Imeri-Garcia, Kassandra Johnston, Dr. Josephine Mendoza, Daniel Perez

**Staff Present:** Susan Avery, Melissa Cordoba, Jesse Felix, Tamara Holder, Janet Honn-Alex, Maria Najera-Neri, Andrea Okoh, Michael Palacios, Nancy Ruelas, Sierra White, Rosemary Zometa

**Guests Present:** Omar Elhanafy, Muhammad Khan

**Call to Order:** The meeting was called to order at 10:06 a.m.

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

**Approval of SMSU Board of Directors Minutes from December 1, 2016:**

M/S Hernandez/Dickson to approve the SMSU Board of Directors Minutes from December 1, 2016. Ms. Najera-Neri commented that the minutes needed to include the dollar amount of the bad debt write-off for agenda item SMSU 18/17. The Minutes were amended and signed by Mr. Vasquez on January 25, 2017.

Motion passed.

**Reports:**

**BOD Chair:** Ms. Hernandez Aguilar shared with the Board that staff are working with Housing, the Recreation & Wellness Center, and ASI to prevent any scheduling conflicts with the student training planned for the Fall. She also encouraged everyone to share their ideas and make their voices heard.

**Interim Executive Director:** Mr. Burgess shared with the Board that Ms. Holder has relocated her office to the Osher Adult Re-Entry Center where she will focus on returning students and adult learners. There will also be a focus on a Student Success Center that will collaborate with

other departments on campus. He also commented that as we move forward with the SMSU expansion, we need student input and he expressed his appreciation for the campus administration and their goal to include the students in the planning process.

**Marketing & Programs:** Ms. Holder shared with the Board that the CCC will be presenting “Racial Ambiguity” and “Skin Bleaching” in January. The Marketing Department is planning the SMSU Anniversary that will occur in February. The OARC is promoting two scholarships that target adult learners – the Crankstart Scholarship and the Osher Scholarship. The Pan African Center will host its first event “Gospel & Chill” and the WRC is holding auditions for the “Panza Monologues.”

**Operations:** Mr. Roberson shared with the Board that the laptop lending program has been very successful and student assistants have been trained on the check-out and check-in process. The smart cart systems are being upgraded and Zoom is being installed in the Skyboxes. The EMS upgrade is continuing and the Scheduling Department met with the EMS consultant. The SMSU active shooter plan has been approved by the campus. Mr. Gutierrez asked how much students are charged to play the games in the Gamers Lounge. Mr. Roberson responded that they are charged \$4 per hour. Mr. Azhand commented that President Morales would like to attend the grand openings for the LatinX Center and the First Peoples’ Center. Ms. Zometa responded that they are currently planning the grand openings and he will be invited.

**Student Recreation & Wellness Center:** Ms. Ruelas shared with the Board that Recreation & Wellness will have Snow Day on January 26. In February, they will be celebrating Everybody Week. 21 students have been selected to attend the Alternative Spring Break that will be held in New Orleans. As a result of an incident at the LCC, the staffing policies are being altered and the Coordinator will receive additional training. The Mile High Challenge for the Climbing Wall began this month and 341 persons are using the Faculty/Staff benefit program.

**Ad Hoc Sustainability:** Ms. Hernandez shared with the Board that the Committee discussed past and current sustainability efforts on campus. The Committee also discussed ways to showcase sustainability to increase student involvement. Mr. Gutierrez commented that the Greenhouse Initiative on campus is having events in which students and staff could participate. He also commented that ASI created a Sustainability Committee for the purpose of partnering with the SMSU and RWC so that more students can be involved.

**Commercial Services:** Ms. Hernandez shared with the Board that the Committee discussed the benefits of the new WoW wall in the Coyote Café. The Committee also discussed doing surveys to determine what type of food options students would like to see in the Coyote Café and how to improve the Coyote Store.

**BOD representatives:** Mr. Gutierrez thanked everyone for repurposing space for the needs of our students. He suggested creating a process for a student advisory committee that would host focus groups to gather data and analyze trends, and to manage challenges and issues. The SMSU Expansion report has been sent to the Chancellor’s Office for their review.

**Open Forum:** Mr. Elhanafy, the Muslim Student Association Vice President spoke about having a center for Middle Eastern Students. This would create a safe space for Middle Eastern students. Mr. Khan, the Muslim Student Association President commented that it would also help to educate students and staff regarding Muslims. Dr. Satterlund commented that there is a



center creation policy for the development of centers. She recommended that they work with the SMSU regarding this request. Mr. Gutierrez expressed his appreciation for them bringing their proposal to the Board of Directors. He also encouraged them to attend the ASI Board meetings.

**Adoption of Agenda:**

M/S Gutierrez/Dickson to amend the agenda to add item – SMSU 24/17 Approval of SMSU Tax Return.

Motion passed.

**New Business:**

**SMSU 20/17 Closed Session – SMSU Executive Director Position Search Update**

The meeting went into a closed session to discuss the SMSU Executive Director Position Search update.

The discussion ended and the meeting returned to open session.

**SMSU 21/17 SRWC Equipment Purchase (Action, Burgess)**

M/S Dickson/Vasquez to approve the SRWC Equipment purchase not to exceed \$5,631.52.

Mr. Felix shared with the Board that the Recreation & Wellness Center is open several hours each day. The lights are on during this time and use a lot of energy, it would save energy to retrofit the lights with LED lights. This would reduce the carbon footprint and reduce costs. Mr. Dickson asked if the light level fluctuates during the day. Mr. Felix responded that it does not because of safety concerns.

Rising count 10 – 0 – 0. Motion passed.

**SMSU 22/17 SRWC Faculty/Staff Use Fees (Discussion, Burgess)**

Mr. Felix shared with the Board information regarding the Recreation & Wellness Center Faculty/Staff promotion. The campus is paying for the day-use of faculty and staff. The number of users varied month-to-month and during different times of the day. The peak period for student use is 5:00 p.m., which affects the availability of space for faculty and staff. Mr. Felix discussed the variety of classes available for the participants.

Mr. Burgess suggested that faculty and staff could volunteer to teach classes so that there would be no charge to the Recreation & Wellness Center for a student assistant. Mr. Azhand commented that the square footage on the second floor balcony could be increased and a consultant could do a feasibility study. Dr. Satterlund commented that she would like Dr. Nester to participate in this project. She also requested that the study include areas on campus that could be used for additional space.

**SMSU 23/17 Special Recognition (Discussion, Burgess)**

Mr. Burgess thanked Trent Morgan for his assistance with the transition between the two SRWC Directors. He also thanked Ms. Okoh, Ms. White, and Mr. Palacios for their work on the transition.

**SMSU 24/17 SMSU Tax Return Approval**

M/S Gutierrez/Dickson to approve the SMSU Tax Return.


Mr. Burgess shared with the Board that RAMS has completed the annual federal and state tax return for the SMSU which gives an overview of the revenue of the SMSU and SRWC. He stated that we will continue to be as frugal as possible to remain in a financially stable position to prepare for the expansion.

Rising count 9 – 0 – 1. Motion passed.

**Announcements:** Dr. Satterlund invited everyone to attend the welcome reception for Dr. Lynn Nester on February 10. Ms. Hernandez Aguilar expressed her appreciation for everyone's attendance and participation in the meeting. She also thanked ASI for their work on the Alternative Consultation project during the Fall Quarter and the members of the Muslim Student Association for bringing their concerns to the meeting.

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

Minutes reviewed and approved by:

  
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Ruben Vasquez, Secretary, Board of Directors

3-8-17  
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Date