

California State University, Dominguez Hills  
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)  
Board of Directors Meeting Minutes ♦ Friday, February 2, 2018

**1) Call to Order and Attendance**

Vice-Chairperson, Amanda Pablos, called the meeting to order at 10:07 a.m.

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Amanda Pablos	Stephan Rice	Jaime Leal	Kelsie Shawver
Anthony Thompson	Tamala Lewis	Giselle Atallah	Sergio Saucedo
Ranferis Hernandez-Cabrera		Melissa Bancroft	Johnathan Thomas
Grace Iheke		John Stigar	Hawk McFadzen
Marquel Reid		Israel Sandoval	Christian Sanchez
Erik Garcia		Damesha McKnight	Naomi Goodwin
Daniel Cutrone			Dr. William Franklin
Richard Chester			
Dr. Paz Oliverez			
Justin Blakely			
Cecilia Ortiz			
Homaira Masoud			
Roshni Thomas			
Dr. Marcelo Vazquez			

**2) Approval of Agenda**

Vice-Chairperson, Amanda Pablos entertained a motion to amend the agenda to include the ASI/LSU Review after BOD Chair Appointment in New Business. Richard Chester motioned to amend and approve the agenda; Ranferis Hernandez-Cabrera seconded the motion.

The motion passed.

*Motion passed. 7-0-1*

**3) Approval of Minutes**

Erick Garcia moved to approve the minutes for December 1, 2017; Anthony Thompson seconded the motion.

The motion passed unanimously.

*Motion passed. 8-0-0.*

**4) Chair's Report**

No Chair's report.

**5) Director's Report**

Director Cecilia Ortiz announced that Chairperson Karina Cruz stepped from the Board of Directors in December 2017.

The LSU has received a response from the Vice President, Student Affairs, Dr. William Franklin regarding the \$57,000 the LSU uses to support the Multi-Cultural Center. The note indicates how the Multi-Cultural Center determines to move forward without that support.

From Dr. Franklin:

“The Division of Student Affairs and the student body owe a debt of gratitude to the Loker Student Union and there has always been and continues to be a high level of diversity programming, inclusive excellence and leadership development emanating from Multi-Cultural Affairs.”

Focusing on diversity and inclusivity practices, over the winter break the LSU Administration Office reception desk was lowered and is now a fully accessible desk to any guest.

The LSU updated the business continuity plan, which was submitted and reviewed by the university. The current plan allows the LSU to be best prepared in the event of a catastrophic incident affecting the LSU or CSU Dominguez Hill.

Director Ortiz spoke about the ASI/LSU Review report that was distributed to the Board. As a result of the report, the University's President Cabinet has voted to dissolve the LSU and merge the two auxiliaries, LSU and ASI.

**6) Finance Committee Report**

The Finance Committee met on December 14, 2017 and January 18, 2018 to discuss capital project funding, the second quarter financial review, and the status of the Multicultural Affairs position funding.

**7) Facility Use Committee Report**

The Facilities Use Committee met on December 13, 2017. The committee finalized survey questions related to building hours and the food court. Based on a recent Health Inspector walk through of the dining services, Richard Chester informed the committee on upcoming changes. Such as a need for Taco Bell and Panda Express build out for storage space and putting a barrier on food to Toro Takeout.

Vice Chairperson Pablos shared that the campus dining food advisory committee is coming together, sharing suggestions for future campus dining/food service changes. Such as discussion and ideas to maybe knock out part of the wall for Café 1910 or possibility having Starbucks occupy the former Jumba Juice space. Vice Chairperson Pablos stressed that these were all ideas that requires input from all individuals and groups such as students, the LSU, staff, faculty, Foundation before coming to a decision.

The committee discussed interest in a recreational center as an option when considering expansion of the LSU. Assistant Director, Facility Operations John Stigar provided the committee an update on the status of the broken loading dock door which costs \$8,000 to repair.

The next Facilities Use committee meeting is February 21<sup>st</sup>, 2018 from 3:30pm in the Loker Student Union.

**8) Personnel Committee Report**

Personnel Committee met December 19, 2017 where the committee discussed staffing increases and how to market the Board Student-at-Large positions to general student body.

**9) Public Comment**

No one from the public addressed the Board.

**10) New Business**

Vice President, Student Affairs Designee Dr. Paz Oliverrez arrives at 10:21 a.m.

**a. Student-at-Large Appointments**

Due to the vacancy in the Board of Directors, the Personal Committee conducted interviews to fill the position.

Running for the Board of Directors Student-at-Large position Kelsie Shawver a Biology Major and Navy veteran expressed her desire to serve on the Board. Shawver presented how they would be an asset, primarily because of their ability to co-exist in all groups. Due to their military background, they believe in teamwork in order to advance to accomplish any goal. Shawver understands the importance of putting aside differences to reach goals.

The Board took the opportunity to ask Shawver questions on how they would balance between academics and the responsibility of the Board?

Shawver is a junior at CSUDH and currently looking at graduate schools with USC their top choice. Shawver expressed that academics are important to her period. Being in the military, they were taught how to manage time, and shared a favorite saying, "people make time for things or people that they want for". Academics being a number one priority and the Board of Directors position a strong interest, Shawver feels both academics and the board of directors can help her get to graduate school and ultimately earn a PH.D.

Shawver interest in the Board of Directors came after dealing with hardship, and it motivated them to run for a student leadership position. With an inclination to apply, Shawver feels they would be out of their comfort zone but is always looking for a challenge.

Ms. Iheke moved to go into closed session; Ranferis Hernandez-Cabrera seconded the motion.

The motion passes.  
***Motion Passed. 8-1-0***

The went into discussion.

Grace Iheke moved to appoint Kelsie Shawver to the Board of Directors; Secretary Anthony Thompson seconded the motion.

The motion carries.  
***Motion Passed.***

Grace Iheke moved to end closed session; Secretary Anthony Thompson seconded the motion.

The motion passes unanimously.  
***Motion Passed. 8-0-0***

**b. BOD Chair Appointment**

The election of Chairperson was conducted by ballot voting with simple majority.

Anthony Thompson nominated Amanda Pablos and Grace Iheke nominates Kelsie Shawver as Chairperson for the Board.

Shawver accepted the nomination and shared their interest in the Chairperson position. Shawver emphasizes the need of teamwork when making decisions, they look to gain insight from everybody involved before coming to the best decision. They are not afraid to ask questions. They have developed time management, personal skills and understands the impotence of starting and ending on time. Shawver has no intention or desire to abuse power. In the face of conflict, they would never want anyone to walk away feeling defused and come back the next meeting feeling defensive. Shawver would be unity between Board members by reminding everyone of the purpose to better serve the community and remain the heart of the university as a student union.

Vice Chairperson Pablos accepted the nomination and shared their interest in the Chairperon position. Acting as Chairperson during the vacancy and through their experience as Chair of the Facility Use Committee led Vice Chairperson Pablos to have insight and experience of the chairperson role and responsibilities. Currently and through their work, they are attempting to address issues that would result in the betterment of the LSU and CSU Dominguez Hills. Vice Chairperson Pablos considers all the data and takes a business approach to make a decision on what needs to be done. They expressed that a difference in opinion does not take away from the relations, discussion is good to have understanding. Vice Chairperson Pablos values collaboration and attends events to get a direct access to students, learn from their experience and bring that knowledge to the Board. Vice Chairperson Pablos looks forward to building more relationship with student but also the Board.

***Amanda Pablos received the majority vote and appointed Chairperson of the Board of Directors.***

ASI Representative Marquel Reid steps out at 10:57 a.m.

ASI Representative Marquel Reid returns at 11:00 a.m.

**c. LSU/ASI Review**

Interim Vice President, Administration & Finance Naomi Goodwin and Vice President, Student Affairs Dr. William Franklin introduced the notion for a structural revision of auxiliary support services. The revision merges the Loker Student Union with Associated Student.

The presentation provided to the Board of Directors examined to possible benefits of the merger. Stating that the unified units of the two entities would create economies of scale.

Based on the ASI/LSU Review, the President's Cabinet identified an opportunity to merge the LSU with ASI. Thus, both auxiliaries maximize resources and reduce duplication of efforts. Based on the presentation, the next step is to create a workgroup and research what is the governing instrument, research how to make this merger create the strongest organization in the system.



Dr. Franklin wishes to state on the record, “[this merger] does not change programmatic impact. Doesn’t mean the dotted line goes to solid line.” Dr. Franklin mentioned, the combination of the LSU merging into ASI is the only option, the system and the way the CSU is setup does not allow it to be the other way around.

Based on the presentation the next steps are for the President’s Cabinet to create a workgroup to look into the governing structure. It takes a lot of legal issues to merge two 501(c)3. It was expressed that bringing the LSU & ASI fee revenue together would make ideas such as a “recreation center” possible, if that becomes an interest of the governing board.

Chairperson Pablos inquired if there was a way to continue being two entities. It was expressed that student leaders turnover and this year the collaboration works very well; the Board was asked to thinking about what the synergy could happen of two combined resources.

Dr. Franklin and Goodwin expressed their openness to exploring what this merger might mean. To create a workgroup to look at sister CSUs, get the answers to questions the Board has, and create new questions to explore.

Dr. Franklin addressed that with a merger the concern is always employment. Dr. Franklin attests that it is not the plan to decrease employment; it is not the plan from the President Cabinet but that depends on the new governing Board and structure.

The Board wanted to inquire if the merger would mean the new structure becomes part of the state. It was shared that the new structure would remain an auxiliary. Dr. Franklin and Goodwin expressed their openness on who joins the workgroup, as it would need representatives from both entities and student voice; it was stressed that the workgroup would discuss questions and concerns of the entities have and explore next steps.

**d. Cost of Living Adjustment**

Ranferis Hernandez-Cabrera moved to provide a four percent cost of living adjustment to LSU professional staff effective July 1, 2018; Dr. Paz Oliveres seconded the motion.

The percentage was determined by looking at historical cost of living adjustments for professional staff, there has been a gap in recent years where no adjustments were provided to professional staff. The personnel committee also looked were current salaries fall in comparison to other CSUs and national employers.

The motion passes unanimously.

***Motion passed. 10-0-0***

Facilities Planning Director Roshni Thomas steps out at 10:57 a.m.

**e. Staff Salary Ranges, By Grade**

In order for the LSU to be a competitive employer, Director Ortiz looked at the market-based salary ranges and where the LSU professional staff salaries and wages landed within the market ranges.

Director Ortiz found that there were two professional staff positions that fell below market ranges. Recruitment of professional staff positions are difficult due to low interest caused by unattractive salaries; especially in a highly competitive area such as Los Angeles.

Ranferis Hernandez-Cabrera moved to adopt a 5-grade salary structure for professional staff positions at the 60<sup>th</sup> market percentile; Dr. Paz Oliverrez seconded the motion.

The motion passes.

*Motion passed. 9-0-1*

**f. Capital Project Funding – Reserves**

Finance committee recommended to fund capital projects utilizing reserves held in stateside repair and replacement fund.

With current operating budget, the LSU would not be able to pay for all projects at once, as intended due cost being higher than expected.

Secretary Thompson moved to utilize \$200,000.00 from the stateside repair and replacement account to fund the elevator upgrade and sleep rom project; ASI President Justin Blakely seconded the motion.

The motion passes.

*Motion passed. 8-1-1*

ASI President, Justin Blakely leaves at 12:01 p.m.

ASI Representatives, Marquel Reid and Grace Iheke leave at 12:01 p.m.

Associate Vice President of Student Life/Dean of Students, Marcelo Vazquez leaves at 12:03 p.m.

**g. Second Quarter Financial Review**

Finance Committee member and CSUDH student Christian Sanchez presented the second quarter budget review for fiscal year 2017-2018. Optimum range for the second quarter is fifty percent plus or minus five percent. Majority of revenue and expense line items fall within optimum range. Line items not within optimum range are due to awaiting invoices from the university/timing of invoices. Miscellaneous income is at three hundred twenty one percent due reimbursement from Toyota sponsorship.

**11) Public Comment**

No one from the public addressed the Board.

**12) Announcements**

March 2, 2018 ASI and LSU will host a collaboration event, My Tie. On March 2, 2018 an open forum for the food advisory committee will take place.

Director Ortiz took the opportunity to thank and recognize students who take a larger role on the Board, by presenting and being active in the decision making process. She expressed gratitude saying it feels good that students understand what is before them. Director Ortiz also encourages any student regardless of your major to participate on the Board or on a committee;

your major does not need to align to a certain committee. The Board will educate and train students for their role and participation.

**13) Adjournment**

Chairperson Amanda Pablos adjourned the meeting at 12:14 p.m.

Approval of minutes:

  
Secretary, Anthony Thompson

or

  
Chairperson, Amanda Pablos

Date of approval:

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