

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday June 1, 2018

1) Call to Order and Attendance

Chairperson, Amanda Pablos, called the meeting to order at 10:05a.m.

| <u>Present</u> | <u>Absent</u> | <u>Staff</u> | <u>Guests</u> |
|------------------|----------------------------|------------------|---------------------------|
| Amanda Pablos | Ranferis Hernandez-Cabrera | Giselle Atallah | Andrea Sevillano |
| Anthony Thompson | Grace Iheke | Melissa Bancroft | Johnathan Thomas |
| Kelsie Shawver | Tamala Lewis | John Stigar | Christian Sanchez Heredia |
| Marquel Reid | Justin Blakely | Jaime Leal | Jessica Garcia |
| Dr. Stephen Rice | Homaira Masoud | | Christian Jackson |
| Daniel Cutrone | Roshni Thomas | | Chaun Ares |
| Richard Chester | Marcelo Vazquez | | |
| Cecilia Ortiz | | | |
| Dr. Paz Oliverez | | | |
| Erick Garcia | | | |

2) Approval of Agenda

Vice Chairperson Anthony Thompson moved to approve the agenda for June 1, 2018. Secretary Kelsie Shawver seconded the motion. The motion passed unanimously.

Motion approved. 6-0-0

3) Approval of Minutes

Secretary Kelsie Shawver moved to approve the minutes for May 4, 2018. Richard Chester seconded the motion. The motion passed unanimously.

Motion approved. 6-0-0.

4) Chair's Report

Chairperson Amanda Pablos reflected on goals set for the year and focused on finalizing tasks for the LSU. Chairperson Pablos attended the last 1910 task force meeting, where they decided to revamp the space. She also attended a few ASI/LSU proposed merger meetings where they discussed the proposal and Chancellor's Office report. Lastly, Chairperson Pablos partook in celebrating academic successes and the culmination of student workers of the LSU. Chairperson Pablos announced the resignation of Ranferis Hernandez-Cabrera, which was effective May 23, 2018.

In terms of the year-end, Chairperson Pablos thanked everyone for their continuous support of the LSU and bid all a great summer. As a thank you for the board's service and commitment, the Board of Directors was presented a small gift.

Vice President, Student Affairs Designee Dr. Paz Oliverez arrived at 10:10 a.m.

5) Director's Report

Director Cecilia Ortiz reported that the LSU recently hosted site visits from two CSU campuses. The student union operations team from CSU Long Beach took a tour of the facility to learn how the LSU manages their operations, back of the house equipment, and to exchange ideas and best practices. The University-Student Union Executive Director at CSU Los Angeles paid a visit to the LSU, inquiring about how the LSU manages administrative areas as well as Board of Directors development.

Later this month, a team of professional and student employees of the LSU will join the Office of Student Life (OSL) to attend a NASPA Peer Mentor training. Director Ortiz hopes to see the

ability of the student assistant employees grow to serve as role models/mentors for new employees.

Director Ortiz provided updates regarding the Building Maintenance Assistant vacancy and building improvement projects. She informed the board that there have been applications submitted for the Building Maintenance Assistant position and there will be further marketing to promote interest in the position. As far as building projects, Director Ortiz mentioned plans to complete a long list of projects by the end of the summer, many of which are pending approval via the proposed fiscal year 2018-2019 operating budget. The LSU has entered its annual financial audit for the year, and has recently held an audit entrance meeting with Chairperson Amanda Pablos and Vice Chairperson Anthony Thompson in attendance.

A year-end report consolidating activities/programs produced by the LSU was distributed to the board. The report provides a breakdown of programs by categories, times, days, and duration of program. Director Ortiz highlighted an increase in program attendance and a decrease in program price per person. The breakdown of the report further illustrates the different costs for events, demographics, sections of improvement, and all events sponsored by the LSU. Lastly, Director Ortiz announced her two-year appointment to serve as the ACUI Region I Regional Director.

6) Finance Committee Report

The Finance Committee met on May 24, 2018 in which they discussed the Operating Budget for 2018-2019, Reserve Project Funding, and the Fixed Asset Policy.

The committee has three recommendations for board consideration at the June 1, 2018 board meeting.

7) Facility Use Committee Report

The Facilities Use Committee met on May 23, 2018. The committee looked at plans for outdoor furniture with expected June 2018 delivery. The committee discussed interest from the Student Affairs division to designate LSU 215 & 215B as a Pride (LGBTQIA2+) Center.

The committee has one recommendation for board consideration at the June 1, 2018 board meeting.

8) Public Comment

There were no public comments.

Alumni Representative Erick Garcia arrived at 10:19 a.m.

9) Old Business

a. Resolution to Identify Alternatives to Proposed Dissolution of Donald P. and Katherine B. Loker University Student Union, Inc., to Merge with Associate Students, Inc. Second Reading

The board read the resolution and made minimal grammatical edits. Dr. Stephen Rice and Richard Chester questioned the importance of the resolution and further inquired about what the board is trying to convey to the University. Both Chairperson Pablos and Vice Chairperson Thompson iterated that the University has been cooperative and a partner with the LSU. They also expressed the importance of a resolution, which would serve as a record of the proposed merger and the board's stance on the matter.

Daniel Cutrone motioned to approve the *Resolution to Identify Alternatives to Proposed Dissolution of Donald P. and Katherine B. Loker University Student Union, Inc., to Merge with Associate Students, Inc.* ASI Representative Marquel Reid seconded the motion. The motion passed.

Motion approved. 5-1-2

b. Director's Evaluation (Closed Session)

Erick Garcia moved for closed session. Dr. Stephen Rice seconded the motion. The motion passed unanimously.

Motion approved. 8-0-0

Executive Secretary of the Personnel Committee and Manager – Programs, Marketing & Assessment Melissa Bancroft presented the results of the Director's Evaluation.

Dr. Stephen Rice moved to end closed session. Marquel Reid seconded the motion. The motion passed unanimously.

Motion approved. 8-0-0

10) New Business

a. LSU Operating Budget Fiscal Year 2018-2019

Finance committee members Christian Sanchez Heredia and Johnathan Thomas presented the proposed LSU operating budget for fiscal year 2018-2019. They stated that the proposed operating budget was generated by identifying actuals from previous years and forecasting expenditures for the 2018-2019 year. They shared that the LSU's biggest source of income is from student fees with a projected revenue of \$4,910,400.00. They noted that student assistant wages would show an increase from previous years due to anticipated increase in minimum wage.

Vice Chairperson Anthony Thompson moved to approve the proposed LSU operating budget for fiscal year 2018-2019. Secretary Kelsie Shawver seconded the motion. The motion passed unanimously.

Motion approved. 8-0-0

b. Reserves Project Funding FY 2018-2019

In alignment with the LSU Reserve Study conducted by the operations team, the following projects are due: lighting panel replacement, back up lighting update, ballroom projectors and main screen replacement. To remain on schedule and to continue to provide a current facility for the campus community visiting the LSU, the finance committee recommended the use of funds from CU 201 Reserves to support deferred maintenance projects, which has a total cost of \$126,500.

Vice Chairperson Anthony Thompson moved to use \$126,500 from CU 201 to fund lighting panel replacements, backup lighting updates, and replacement of three ballroom projectors and main screen. ASI Representative Marquel Reid seconded the motion. The motion passed unanimously.

Motion approved. 8-0-0

c. Fixed Asset Policy

Executive Secretary of the Finance Committee and Assistant Director Jaime Leal informed the board that the existing *Fixed Asset and Leasehold Improvement Policy* has language indicating LSU fixed assets and sensitive equipment are maintained and tracked by the University's Asset Management department. In agreement with the institution, a decision was agreed upon to have the LSU track its own fixed assets and sensitive inventory. The revision to the policy will remove the University's Asset Management department from the policy and reflect that the LSU will maintain and track their own fixed asset and sensitive equipment inventory.

Alumni Representative Erick Garcia proposed to add a backlash in between the phrase "and or replaced" found in the last paragraph of the policy.

Vice Chairperson Anthony Thompson moved to approve revisions to the *Fixed Asset and Leasehold Improvement Policy*. Kelsie Shawver seconded the motion. The motion passed unanimously.

Motion approved. 8-0-0

d. Room 215 Designation

Assistant Dean of Multicultural Affairs Lisa Sueki, submitted a tenant interest form to designate LSU 215 and 215B as a Pride Center for the LGBTQIA2+ community. Interim Program Coordinator for MCA Chaun Ares, presented the benefits of having a designated Pride Center in the LSU. The location would bring more visibility for the LGBTQIA2+ community, provide students a space to fully express themselves, and would enable generation of data to provide more services or spaces for the community. The request is for a one-year term while the University identifies a location for a Pride Center on campus. The Facility Use Committee recommended the designation of LSU rooms 215 and 215B as the Pride Center from when an occupancy date is established through June 30, 2019.

Alumni Representative, Erick Garcia, voiced concern for other affinity groups that may be seeking designated space on campus. Director Ortiz indicated that this would be a temporary designation that would need to be renewed. If other affinity groups are interested in the space, the board will then discuss and vote.

Secretary Kelsie Shawver and ASI Representative Marquel Reid voiced their testimonies on how the Veterans Resource Center and the Black Resource Center (The Rose) became a safe space for people in their respective communities. They are in supportive of a Pride Center. The Facility Use Committee mentioned their concerns with the space being too small, to which ASI Representative Marquel Reid responded that any space would be appreciated because the community needs to be represented and supported. Dr. Paz Oliverez expressed that the LSU is intended to serve students, the Pride Center is a need that warrants service to students and that is its intention.

Dr. Stephen Rice moved to designate the use of LSU 215 & 215B as the Pride Center from when an occupancy date is established through June 30, 2019. Marquel Reid seconded the motion. The motion passed unanimously.

Motion approved. 8-0-0

e. BOD Annual Recognitions

Dr. Stephen Rice presented the BOD annual awards and recognitions on behalf of the Personnel Committee. Chairperson Amanda Pablos was awarded as *Board Member of the Year*. Vice Chairperson Anthony Thompson was awarded the *Katherine B. Loker Spirit of Benevolence Award*. Certificates of Appreciation for service to the LSU Board of Directors were presented to Anthony Thompson, Grace Iheke, Justin Blakely, Karina Cruz, Marquel Reid, Rainferis Hernandez Cabrera, and Amanda Pablos.

f. Student-At-Large Appointments

The Personnel Committee recommended three students to service as Student-at-Large members on the LSU Board of Directors. The candidates for the open Student-at-Large positions are as follows: Anthony Thompson – two-year appointment, Johnathan Thomas – two-year appointment, and Christian Sanchez Heredia – one-year appointment.

Anthony Thompson spoke on his interest to serve on the board and his aspiration to become Chairperson. He sited that he has served on the board for one-year and has experience that makes him qualified to continue. He shared when he first applied he did not do it for acknowledgement but was looking a reason to say on campus. This experience and the opportunities that came with his role shaped him to the person and leader he is today. Director Ortiz inquired how Anthony Thompson would balance academics and maintaining his role on the board. He responded that based on his experience when facing struggles this past semester he will continue to give one hundred percent and always put in extra time necessary for the board and for academics.

Johnathan Thomas mentioned their main motivation for running for a board position is to be a part of growth in the University, to learn and gain experience in changing/growing an institution such as the LSU. They expressed a want to prove that they are a leader and are capable of making a change. They wish to push forward the student voice and build relationships with others. Director Cecilia inquired how Johnathan Thomas would balance academics and the role on the board. They shared their main priority is their education and their academics is something they manage well. Johnathan Thomas has worked with the Finance Committee and is aware of the work and time commitment needed as a board member and they are up for the challenge.

Christian Sanchez Heredia transferred from Compton College to CSUDH. They shared their leadership experience from the last five years and stated that those experiences will help if appointed. They are currently a student leader in the Office of Student Life (OSL) and their main goal is to contribute to the LSU vision and push it forward. Director Ortiz inquired how Christian Sanchez Heredia would balance academics and their role on the board. They responded that the importance of coming to a university is to get a better education and earn a degree. They prioritize being a student first, their past leadership experience has taught them how to balance academics and involvement in other organizations. They still seek improvement and being a part of the board will allow them to do so.

The Student-at-Large appointments were conducted by ballot voting with simple majority.

Chairperson Amanda Pablos announced the Board of Directors Student-at-Large appointments: Anthony Thompson – two-year term, Johnathan Thomas – two-year term, and Christian Sanchez Heredia – one-year term.

11) Public Comment

There were no public comments.

12) Transition

a. Office Appointments

Anthony Thompson was nominated as Chairperson of the board for the 2018-2019 fiscal year. ASI Representative Marquel Reid moved to appoint Anthony Thompson as Chairperson of the LSU Board of Directions. Secretary Kelsie Shawver seconded the motion. The motion passed unanimously.

Motion approved. 10-0-0

Johnathan Thomas self-nominated as Vice Chairperson of the board for the 2018-2019 fiscal year. Secretary Shawver moved to appoint Johnathan Thomas as Vice Chairperson of the LSU Board of Directions. Anthony Thompson seconded the motion. The motion passed unanimously.

Motion approved. 10-0-0

Kelsie Shawver self-nominated as Secretary of the board for the 2018-2019 fiscal year. Christian Sanchez moved to appoint Kelsie Shawver as Secretary of the LSU Board of Directions. Johnathan Thomas seconded the motion. The motion passed unanimously.

Motion approved. 10-0-0

b. Advisory Committee Chair Appointments

Christian Sanchez Heredia self-nominated as Chair of the Facility Use Advisory Committee. Dr. Paz Oliverez moved to appoint Christian Sanchez Heredia as Chair of the Facility Use Advisory Committee. ASI Representative Marquel Reid seconded the motion. The motion passed unanimously.

Motion approved. 10-0-0

Vice Chairperson Johnathan Thomas self-nominated as Chair of the Finance Advisory Committee. Richard Chester moved to appoint Johnathan Thomas as Chair of the Finance Advisory Committee. Marquel Reid seconded the motion. The motion passed unanimously.

Motion approved. 10-0-0

Secretary Kelsie Shawver self-nominated as Chair of the Personnel Advisory Committee. Marquel Reid motioned to appoint Kelsie Shawver as Chair of the Personnel Advisory Committee. Richard Chester seconded the motion. The motion passed unanimously.

Motion approved. 10-0-0

13) Adjournment

Chairperson Amanda Pablos adjourned the meeting at 12:07 p.m.

Approval of minutes: _____ or _____

Secretary, Kelsie Shawver

Chairperson, Amanda Pablos

Date of approval:
