

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, June 7, 2019

1) Call to Order and Attendance

Chairperson, Anthony Thompson, called the meeting to order at 10:13 a.m.

| <u>Present</u> | <u>Absent</u> | <u>Staff</u> | <u>Guests</u> |
|-------------------|------------------|------------------|-----------------|
| Anthony Thompson | Celina Valdez | Giselle Atallah | Paul Wooten |
| Daylin Joseph | Richard Chester | Melissa Bancroft | Audrene Sangria |
| Erick Garcia | Nicole Rodriguez | Jamie Leal | |
| Christian Jackson | Wayne Nishioka | Israel Sandoval | |
| Daniel Cutrone | Roshni Thomas | John Stigar | |
| Tamala Lewis | Adam Kasarda | | |
| Cecilia Ortiz | Matthew Smith | | |
| Johnathan Thomas | | | |

2) Approval of Agenda

ASI Representative Christian Jackson moved to approve the agenda for June 7, 2019, with the amendment of removing item 10B; Academic Senate Representative Daniel Cutrone seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0

3) Approval of Minutes

ASI Representative Jackson moved to approve the minutes from May 3, 2019; Vice Chairperson Johnathan Thomas seconded the motion.

The motion passed unanimously.

Motion passed. 5-0-1.

4) Chairperson's Report

Chairperson Thompson reported that he has been active in advancing the mission of The Union by attending subcommittee meetings and assisting in the process of interviewing architecture firms. Which they have progressed to the second round of interviews with a firm called HGA.

5) Director's Report

Director Cecilia Ortiz reported that The Union has chosen three architect firms to move forward with in the interview process. Director Ortiz stated that The Union is undergoing a financial audit in which The Executive Secretary to the Finance Committee Jaime Leal will be overseeing.

The LSU has been in contact with The President's Office and the Foundation Office in regards to changing the dining services hours to align closer with the hours of operations for The LSU. The primary goal is to better serve the students by providing them with more available dining choices.

Director Ortiz reported that there is an expected increase in enrollment for the upcoming fall semester, with an expected total enrollment of 16-17,000 students. An increase in students affects all areas of The LSU.

Director Ortiz informed The Board of an influx of projects that will be taking place until approximately August 5, 2019. One project includes, the installation of the lactation suites. Additionally, The LSU is in the process of installing a shading structure on the third floor terrace

top. Moreover, there will be an increase in AV capabilities in all meeting rooms, new furniture in the Alumni Room, and more study collaboration spaces installed for students.

ASI Representative Daylin Joseph questioned when will The Green Olive to open. Executive Secretary John Stigar responded that The Green Olive is pending approval from the Health Department and the Fire Marshall.

6) Facility Use Committee Report

The Facility Use Committee met on May 22, 2019. The Facility Use Committee discussed the lower level project, Public Lounge Policy, and the dining update. The Facility Use Committee has one item awaiting for approval.

7) Personnel Committee Report

The Personnel Committee met on June 4, 2019. They discussed Board recognition, the Operations Assistant Position, Administrative Assistant Position, and The BOD Student-At-Large position.

8) Finance Committee Report

The Finance Committee met on May 29, 2019. The Finance Committee discussed the Gift Acceptance Policy, Gift/Awards and Prizes Policy, and the CU201 Project Funding - Reserves 19-20.

9) Public Comment

A student named Patrice Kenji Bonds shared that he often has classes on Saturdays, during that time there are no dining options available for students on campus. He suggested that The LSU should extend the hours of operations for on campus dining services.

10) Old Business

a. Operations Assistant Position

Director Ortiz informed The Board that there is a new student assistant position available. The official title for the position is Operations Assistant. Due to the expansion of The LSU there has been a need for a position that serves as a lead and supervisor to provide support for the professional staff of The LSU. The LSU currently has three levels of employment for SAE's the Operations Assistant would create a fourth classification level due to the high amount of responsibility the role requires. The duties for the Operations Assistant include, assisting in onboarding process for new employees, monitoring employee progress, processing any time off requests, creating schedules, prepare proposals for approval, attend all LSU meetings and administrative work.

This position is a consistent practice amongst other student unions. The LSU has budgeted to hire two Operations Assistants, starting July 3, 2019.

ASI Representative Jackson moved to approve the Operations Assistant Position; Vice Chairperson Johnathan Thomas seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0.

b. Administrative Assistant Position

The agenda was amended to delete this item.

c. Directors Evaluation (Closed Session)

Christian Jackson moved for closed session. Tamala Lewis seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0.

Christian Jackson moved to end closed session. Tamala Lewis seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0.

11) New Business

a. CU201 Project Funding- Reserves 19-20- Finance Committee

The Executive Secretary to the Finance Committee Jamie Leal explained to the board that the reserved funding of \$193,400 would be used to finance the water softener that is essential for The LSU. Water softeners are necessary to reduce the amount of calcium deposit and residue in the pipes.

Vice Chairperson Johnathan Thomas motioned to approve the CU201 Project Funding-Reserves; ASI Representative Jackson seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0.

b. Gift Acceptance Policy

Vice Chairperson Thomas stated that they would like to revise and rename the soliciting funds / donations policy to the gift acceptance policy. The finance committee would like The Board to adopt the new policy. The gift acceptance policy would be an expansion of the current policy, the gift acceptance threshold would still remain at \$250. If an individual obtains a gift valued over \$250, they would need to contact CSUDH Advancement Office. If an individual obtains a gift valued under \$250 The LSU would handle the matters directly.

The purpose of the revision is for there to be more clarification in which gifts are acceptable.

Vice Chairperson Thomas moved to approve the amendment of the Gift Acceptance Policy; ASI Representative Daylin Joseph seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0.

c. Gifts, Awards and Prizes Policy

The Executive Secretary to the Finance Committee Jamie Leal stated that it is important for the organization to adopt a policy that addresses conveyance of gifts, and provides clarity for what is acceptable for The Organization to provide as awards/ prizes.

Vice Chairperson Thomas moved to approve the adoption of the Gift, Awards, and Prizes Policy; ASI Representative Daylin Joseph seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0.

d. Public Lounge Policy

Director Ortiz addressed the need for improving the use lounge spaces and the need to adopt a Public Lounge Policy, especially for the bottom level of The Union. The intent of the committee is to provide an inclusive environment for students.

The Public Lounge Policy Proposal states that the intended purpose for public lounges is to provide an inclusive space for students to do work, dine, and converse. A public lounge in The LSU is defined as any public space that is accessible to the public. Rearrangement of furniture, blocking egress, amplified sound, and contact that is disruptive to others is prohibited.

ASI Representative Jackson moved to approve the proposal for the Public Lounge; Vice Chairperson Johnathan Thomas seconded the motion.

The motion passed unanimously.

Motion passed. 6-0-0.

e. 2018-19 Organizational Awards and Recognitions

Director Ortiz presented the BOD annual awards on behalf of the Personnel Committee. Linda Brown was awarded the *Professional Staff Service Award*, for her 30 years of serving The LSU. Vice Chairperson Johnathan Thomas was awarded as *Board Member of the Year*. Director Ortiz awarded the *The Katherine B. Loker Spirit of Benevolence Award* to an individual who attends all Board meetings, gives valuable feedback during all meetings, engaged in all meetings, and is a great leader all around. This highest award in The LSU was awarded to Professor Daniel Cutrone.

f. Student- At- Large Appointments

The Personnel Committee recommended student Patrice Bonds for one of the Student-At-Large vacancies. Patrice Bonds stated that his motivation to be the next Student-At-Large representative is because he cares about the students and hopes to be a voice for the students here at CSUDH.

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

Patrice Bonds was voted by The Board to become a Student-at-Large representative.

12) Public Comment

There were no public comments.

13) Transition

a. Officer Appointments

The nominees for the open Student-at-Large positions are as follows: Anthony Thompson – one-year appointment, Jonathan Thomas – one-year appointment, Patrice Bonds - two-year appointment.

Chairperson Thompson self-nominated himself as Chairperson, and Alumni Representative Eric Garcia seconded his nomination. Additionally, Alumni Representative Eric Garcia nominated Jonathan Thomas as Vice Chairperson and Patrice Bonds as Secretary.

Anthony Thompson, Jonathan Thomas, and Patrice Bonds accepted their nominations.

Jonathan Thomas is originally from Oakland, being the Vice Chairperson has helped him grow and he still has a lot to fulfill at The Union. Vice Chairperson Thomas wants to continue to step out of his comfort zone and continuously impact his life as well as others.

Anthony Thompson stated that being an advocate for the students of CSUDH is something he loves. He would have never imagined to be on school posters or the face of a campus, but being able to be a voice for students is something he enjoys. As The Union grows, he grows and Anthony Thomson believes that there is a lot of work to be done in The Union and he will gladly be the Chairperson if he is re-elected.

Patrice Bonds wants to continue to advance his future and continue being an excellent student. Patrice Bonds has a lot to give and stated that, he is grateful for the opportunity to advance his future.

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

Director Ortiz announced that the executive members of The Board are as follows: Anthony Thompson as Chairperson, Jonathan Thomas as Vice Chairperson, and Patrice Bonds as Secretary.

b. Advisory Committee Chair Appointments

This item was tabled until the appointment of the fourth Student-at-Large member.

14) Adjournment

Chairperson Anthony Thompson adjourned the meeting at 11:55 a.m.

Approval of minutes: _____ or _____
Secretary Chairperson, Anthony Thompson

Date of approval: _____

