

**California State University, Dominguez Hills**  
**Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)**  
**Board of Directors Meeting Minutes ♦ Friday, September 4, 2020**

**1) Call to Order and Attendance**

Chairperson, Anthony Thompson, called the meeting to order at 10:05 p.m. This meeting was held via video conferencing due to the COVID-19 pandemic.

<u><b>Present</b></u>	<u><b>Absent</b></u>	<u><b>Staff</b></u>	<u><b>Guests</b></u>
Anthony Thompson	Savannah Gonzalez	John Stigar	
Angel Salvador	President Parham	Jaime Leal	
Blake Anger	Roshni Thomas	Melissa Bancroft	
Lola White	Matthew Smith	Giselle Atallah	
Erick Garcia			
Zack Ritter			
John Menary			
Tamala Lewis			
Dr. Ruttanatip			
Chonwerawong (Dang)			
Rihab Shuaib			
Katie Robinson			
Adam Kasarda			
Cecilia Ortiz			
Martha Mendoza			

**2) Approval of Agenda**

Alumni Representative Erick Garcia moved to approve the agenda for September 4, 2020. Community Representative Tamala Lewis seconded the motion.

The motion passed unanimously.

***Motion passed. 8-0-0***

**3) Approval of Minutes**

ASI President Rihab Shuaib moved to approve the minutes from the July 2, 2020 Board Meeting. Lola White seconded the motion.

The motion passed unanimously.

***Motion passed. 8-0-0***

**4) Chairperson's Report**

Chairperson Thompson welcomed the Board and shared his commitment to the advancement of the LSU.

**5) Director's Report**

Director Cecilia Ortiz informed the Board that Gloria Medina has relocated thus leaving the LSU Program Coordinator position vacant. Director Ortiz publicly thanked former Program Coordinator Gloria Medina for her service to the LSU. In relation to human resources, Director Ortiz announced that the LSU has hired two of three budgeted Operations Assistants (highest student employees), and shared the ongoing vacancy of the Building Maintenance Assistant position.

Due to the COVID-19 pandemic, Wells Fargo initiated ending their lease contract. Director Ortiz shared the LSU continues to provide programs and services to LSU constituents, the LSU remains closed to the public with limited personnel on-site to provide access for tenants as needed. Director Ortiz also announced that due to the pandemic the LSU has furloughed about 50% of student employees, employees which work in the operations areas seeing that the LSU is not opened. Director Ortiz is involved and actively planning for University repopulation. The LSU is in talks to temporary reopen a space to support for students who have mix modality courses.

Over the summer, the LSU completed preventive maintenance project such as meeting room carpet install and plans to re-carpet the Games Room before reopening. The LSU has also updated the surveillance camera systems throughout the facility. The LSU has also signed a purchase order to refurnish the main level (from the food court to the south lounge). Though the LSU has cut back on funding, there are still basic maintenance and upkeep for the facility.

**6) Public Comment**

There were no public comments.

*Academic Senate Representative John Menary arrived at 10:21 a.m.*

**7) New Business**

**a. Board Welcome: Introduction and Annual Forms**

Director Ortiz provided an overview of the LSU, its structure as a non-for-profit organization, and corporate documents such as its Articles of Incorporation, Bylaws and mission. In addition, Director Ortiz provided an overview on the Board of Directors structure, expectations and business protocols.

**b. Student-At-Large Appointments**

The Personnel Committee recommended Esmeralda Mendoza to serve as a Student-at-Large director on the Board of Directors.

Esmeralda Mendoza shared their motivations for being on the Board. They shared a strong passion for helping their community and giving back. They have a desire to get involved on campus to help peers during these difficult times. They have noticed many people struggle to make ends meet, the challenge of virtual learning, and lack of resources needed to succeed in school such as computer or internet. They are interested in looking for solutions to help the DH community.

Alumni Representative Erick Garcia moved to appoint Esmeralda Mendoza to a one-year appointment for Board of Directors Student-at-Large position. Community Representative Tamala Lewis seconded the motion.

The motion passed.

***The motion passed. 8-0-1***

**c. Advisory Committee Chairperson Appointments**

The Board discussed the appointment of Students-at-Large Directors to chair the following advisory committees: Facility Use, Finance, and Personnel.

Vice President of Student Affairs Designee Dr. Dang nominated Angel Salvador to chair the Personnel Committee. Angel Salvador declined the nomination. Chairperson Anthony Thompson nominated Angel Salvador as Chair of the Finance Committee. Angel Salvador accepted the nomination. Esmeralda Mendoza self-nominated to serve as Chair of the Personnel Committee.

ASI President Rihab Shuaib moved to appoint Angel Salvador as the Finance Committee Chair, and Esmeralda Mendoza as the Personnel Committee Chair. Vice Chairperson Angel Salvador seconded the motion.

The motion passed.

***The motion passed. 8-0-2***

**d. Remote Programs and Services**

Operations Assistants Alejandro Herrera and Evelyn Rosales reported on the services and programs the LSU continues to provide during remote operations.

The LSU has shifted its activities virtually, hosting virtual contests and giveaways for students. The LSU has also provided alternative services such as virtual information services via LSU website, social media channels and marketing activities (i.e. collateral purchases, brand experiences, signage support). Continuing services where students can speak to live agents through phone or live chat option. Registered student organizations are able to submit reservation booking for 2021, and pending approval plans are underway to use the ballroom as study space for students. Lastly, the LSU is continuing organization wide development programs such as the BOD Leadership Program and Employment Program.

**e. CSUDH IT Roadmap**

VP, Information Technology Chris Manriquez presented the future of campus IT systems. Including IT's strategic focus on Digital First Initiative: mobile end points, software capabilities, instructional delivery, and business operations. Keeping the context within four dimensions: sustainable, secure, data informed and future focused. IT has restructured its work force to operate more cloud base and moving forward the University is focused on improving University call support, engaging University units to prepare them and educate on available tools, and employing data and integrated assessment. VP Manriquez shared that University employees and students have access to free software applications and available training.

**8) Public Comment**

There were no public comments.

**9) Announcements**

Alumni Representative Erick Garcia announced that the Alumni Council is involving current students because they believe in keeping time, treasure and talent from current student to grow as an Alumni Association. They wish to create a legacy by implementing committees enabling current students to take an active role in the Alumni Council.

Vice Chairperson Angel Salvador announced the winner of the Big Screen TV giveaway. The winner is Esmeralda Cortez.

Dr. Dang expressed her appreciation to LSU staff for their attempts to stay current, connect and engage students through social media programs.

The next Board of Directors meeting will be Friday, October 2, 2020 at 10:00 a.m.

**10) Adjournment**

Chairperson Anthony Thompson adjourned the meeting at 11:57 a.m.

Approval of minutes: \_\_\_\_\_ or \_\_\_\_\_

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairperson, Anthony Thompson

**Date of approval:**

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