

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, September 2, 2022

1) Call to Order and Attendance

Chairperson Alex Lan-Powel, called the meeting to order at 10:22 a.m. The meeting was held via video conferencing and in person due to the COVID-19 pandemic.

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Alex Lan-Powell	Tamala Lewis	Jaime Leal	Alejandro Herrera
Edgar Mejia		Damesha McKnight	Emilyn Rangel
Alex Alvarado		Melissa Bancroft	Tranita Avery
Erick Garcia		Victor Gonzalez	
Dr. John Menary		Daijah Johnson	
David Gamboa		Amy Torres	
Mayra Soriano			
Obioha Ogbonna			
Tony Jake			
Nathaniel Dotti			
Cecilia Ortiz			
Matthew Smith			

2) Approval of Agenda

Academic Senate Representative Dr. John Menary moved to approve the agenda for on September 2, 2022. ASI Representative Edgar Mejia seconded the motion.

The motion passed.

Motion passed. 6-0-0

3) Approval of Minutes (June 23, 2022)

ASI Representative Edgar Mejia moved to approve the minutes for June 23, 2022. Academic Senate Representative Dr. John Menary seconded the motion.

The motion passed.

Motion passed. 6-0-0

4) Chairperson's Report

Chairperson Alex Lan-Powell reported interest in collaborating with ASI. Chairperson Alex Lan-Powell shared he has had conversations with students about the empty space near the bookstore.

5) Executive Director's Report

Executive Director Cecilia Ortiz reported the Loker Student Union's traffic counts in the facility during the summer. There was a total number of 98,107 people in building over the entire summer. The average daily count was 2,481 and the average count over the weekends was 206. The first hour and last hour of the operating hours was in the low with less than 20 visitors during those times. The peak time in the building was between 12pm and 1pm during the lunch time. Executive Director Cecilia Ortiz also shared that the least used entrance in the building is the Café Toro entrance and the most use entrance in the building are the north slider doors by the North Lawn. University President Designee David Gamboa asked how these numbers were calculated. Executive Director Cecilia Ortiz shared that the LSU uses a tracking system that the Board had approved previously.

Executive Director Cecilia Ortiz reported on services that are being offered to students which include the LSU being on a 7-day operation, the Nap Room, and the Food Lockers. In addition, programs are being

offered to student such as the LSU's 30th Anniversary and the return of On the Road. The On the Road events will cost students either \$0, \$3, or \$30.

Executive Director Cecilia Ortiz reported on the personnel side a couple of new appointments and open professional positions. The new appointments included Temporary Services Manager, Temporary Reservations Coordinator, Temporary Administrative Assistant, Marketing and Communications Specialist, and Business Operations Manager. The open professional positions include HR Generalist & Executive Assistant, Program Coordinator, Building Maintenance Assistant.

Alumni Representative Erick Garcia arrive at 10:30 a.m.

6) Personnel Committee Report

Executive Director Cecilia Ortiz reported that the Personnel Committee reviewed the position description for the Guest Services Manager. In addition, they reviewed the priority and goals of the Board for this year that were discussed at the BOD Retreat.

7) Public Comment

8) New Business

a. Student-at-Large Recommendation – Personnel Committee

The Personnel Committee recommended to appoint Emilyn Rangel to Student-at-Large.

Emilyn Rangel shared interest in the Board of Directors because she is interested in being more involved on campus and be more social. Emilyn shared she is a Criminal Justice major who is set to graduate in Spring 2025 and hopes to attend law school after graduation. Executive Director Cecilia Ortiz asked how Emilyn would manage school, extracurricular activities, and the Board of Directors. Emilyn responded that she is currently taking six classes which are in the morning and currently works overnight at a hospital, she stated she would have time in the afternoon to focus on the Board.

University President Designee David Gamboa moved to appoint Emilyn Rangel as Student-at-Large for the LSU Board of Directors. ASI Representative Edgar Mejia seconded the motion.

The motion passed.

Motion passed. 7-0-0

b. Advisory Committee Chair Appointments

The Board discussed the appointment of Student-at-Large Directors to chair the following advisory committees: Facility Use, Finance, and Personnel. Chairperson Alex Lan-Powell shared that Emilyn Rangel expressed interest in the Personnel Committee. Student-at-Large Emilyn Rangel shared she joined the Personnel Committee meeting on August 23rd as a member. Executive Director Cecilia Ortiz mentioned stated that being the chair of the Personnel Committee would provide development and assured that they would provide guidance if chosen to take the role.

Student-at-Large Emilyn Rangel self-nominated for Chair of the Personnel Committee. ASI Representative Edgar Mejia seconded the motion.

The motion passed.

Motion. 7-0-0.

c. Guest Services Manager Position

Executive Director Cecilia Ortiz presented the position description for the Guest Services Manager. Executive Director Cecilia Ortiz explained that they are looking to retire the Support Services

Coordinator position and establish the Guest Services Manager position. The position establishment would replace the outdated position to address organizational needs.

ASI Representative Edgar Mejia moved to approve the Guest Services Manager position and discontinue the Support Services Coordinator position. Academic Senate Representative Dr. John Menary seconded the motion.

The motion passed.

Motion. 7-0-0.

d. Foundation Rebrand Presentation

Executive Director for Foundation Tranitra Avery presented Foundation's rebranding. Foundation wanted their purpose to align with the University Branding, which they shared their new approved logo. Tranitra shared that Foundation has Human Resources, Accounting, Campus Dining, and other services for the University. Foundation shared their interest in having joint campus event with ASI and the LSU.

Foundations commercial services partnered with a third party, Aramark, to meet the campus needs. They established Local Restaurant Row which will change their cuisine routinely to have diversity for students. Executive Director for Foundations Tranitra Avery stated that students could reach out to her or Commercial Services Manager for any questions, comments, or concerns.

University President Desginee David Gamboa left at 11:21 a.m.

e. BOD Annual Goals

Executive Director Cecilia Ortiz shared a summary of the BOD Retreat that occurred August 8th and 9th. Outcomes that came out from the retreat were Student/Community Engagement, Stakeholder Awareness, and Reimagining the purpose/mission of the LSU. Executive Director Cecilia Ortiz recommended to establish what to assign to each committee.

Alumni Representative Erick Garcia recommended to create an ad-hoc committee to focus on items that the Board needs to work on. Chairperson Alex Lan-Powell shared some insight of the conversations during the BOD Retreat.

Alumni Representative Erick Garcia moved to establish an ad-hoc committee called LSU Next30 including all stakeholders. Academic Senate Representative Dr. John Menary seconded the motion.

The motion passed.

Motion. 7-0-0.

9) Public Comment

There were no public comments.

10) Announcements

Executive Director Cecilia Ortiz reminded the BOD to join the LSU 30 Celebration on September 8th.

Assistant Director Melissa Bancroft mentioned that at the LSU 30 Celebration there would be tabling for BOD recruitment and invited everyone to attend the celebration.

ASI Representative Alex Alvarado left at 12:08 p.m.

11) Adjournment

Chairperson Lan-Powell adjourned the meeting at 12:11 p.m.

Approval of minutes: _____ Or _____
Secretary Chairperson, Alex Lan-Powell

Date of approval _____