

UNIVERSITY STUDENT UNION BOARD OF TRUSTEES AGENDA
Meeting #6

Date/Time: Friday, November 6, 2015 (1:00 p.m.)
Location: Stuart L. Farber Senate Chamber
Chair/Office: Wendy Casillas, USU-302

Members of the public will be given an opportunity to address the University Student Union Board of Trustees during Public Comments. Fifteen minutes will be equally divided amongst those who sign the Speaker's List. Individuals will be recognized to speak prior to a floor debate.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ADDITIONS/CORRECTIONS TO THE AGENDA**
4. **PUBLIC COMMENTS**
 - A. Comments from the Gallery
 - B. Comments from the Board
5. **APPROVAL OF MINUTES**
 - A. Campus Relations Meeting #3, October 14, 2015✓
 - B. Facilities Meeting #3, October 18, 2015✓
 - C. HRMC Meeting #5, October 16, 2015✓
 - D. Program Evaluation Meeting #3, October 23, 2015 ✓
 - E. Services Meeting #3, October 12, 2015✓
 - F. USUBOT Meeting Minutes #5, October 2, 2015✓
6. **REPORTS**
 - A. Chair Report
 - B. Vice-Chair Report
 - C. USU Management Report
 - D. Senate Report
 - E. Committee Report
 - 1) Campus Relations
 - 2) Facilities
 - 3) Program Evaluation
 - 4) Services
 - F. Representatives Report
 - 5) Alumni
 - 6) Faculty
 - 7) Staff
 - 8) University
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - A. 2016-2017 SRWC Operating Calendar, *Proposal*✓
 - B. 2016-2017 USU Operating Calendar, *Proposal*✓
 - C. Budget Adjustment, ASI Recreation Programs, *Proposal*✓
 - D. Center for Latino Community Partnership, *Proposal* ✓
 - E. Program Evaluation, Smorgasport, *Informational*✓
 - F. Program Evaluation, Outdoor Adventure Program, *Informational*✓
9. **CLOSING COMMENTS**
10. **ADJOURNMENT**

✓ Indicates the report is attached.

Associated Students, Incorporated
California State University, Long Beach

UNIVERSITY STUDENT UNION BOARD OF TRUSTEES MINUTES

Meeting # 6
November 06, 2015

1. CALL TO ORDER

Ms. Casillas called the meeting to order at 1:07 p.m.

2. ROLL CALL

Voting Members Present:

Wendy Casillas (USUBOT Chair)
Jerry Galbreath (Alumni Representative)
Kenia Garcia (ASI Senate Representative)
Berta Hanson (University Staff Representative)
Miriam Hernandez (ASI Vice-President)
Dae-Hee Hwang (Student Trustee-at-Large)
Dr. Jeff Klaus (Designee for VP of Student Affairs)
Wendy Lewis (ASI Treasurer)
Vanessa Mendoza (USUBOT Vice-Chair, *arrived at 1:04PM*)
Dr. Ilan Mitchell-Smith (Faculty Representative)
Anna Pavlova (Student Trustee-at-Large)
Jose Salazar (ASI President)
Sharon Taylor (Assoc. VP, Financial Mgmt.)
Jack Wilson (Student Trustee-at-Large)

Non-Voting Members Present:

Sylvana Cicero (Interim ASI Assoc. Executive Director/ USU & SRWC Director)
Richard Haller (ASI Executive Director)

Voting Members Not Present:

Logan Vournas (ASI Senate Representative)

Non-Voting Members Absent:

Guests Present:

Mike Freeman (Aquatics and Inclusive Coordinator)
Christopher Huebner (SRWC Outdoor Adventures and Wellness Coordinator)
Maureen MacRae (Interim Assistant Director, ASI Recreation)
Miguel Angel Ortiz-Valenzuela (Assistant Director/STEM Data Manager of Center for Latino Community Health) and Associate

3. ADDITIONS/CORRECTIONS TO THE AGENDA

(M) Wilson (S) Hernandez moved to bring agenda item 8D forward before the approval of the minutes

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 13.0.1

4. PUBLIC COMMENTS

Ms. MacRae introduced herself and her full-time department staff.

1. Mike Freeman – Aquatics Coordinator
2. Christopher Huebner – SRWC Outdoor Adventures and Wellness Coordinator
3. Leiana Swanson (Interim Fitness Coordinator)

5. **APPROVAL OF MINUTES**

Ms. Casillas called to have the approval of the minutes all at once:

- A. Campus Relations Meeting #3, October 14, 2015✓
- B. Facilities Meeting #3, October 18, 2015✓
- C. HRMC Meeting #5, October 16, 2015✓
- D. Program Evaluation Meeting #3, October 23, 2015 ✓
- E. Services Meeting #3, October 12, 2015✓
- F. USUBOT Meeting Minutes #5, October 2, 2015✓

(M)Salazar (S) Garcia moved to approve the minutes all at once.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 13.0.1

6. **REPORTS**

A. Chair:

Ms. Casillas stated that three University Student Union Board of Trustees (USUBOT) Members, as well as administrative staff, attended the ACUI Region 1 Conference in Las Vegas, NV from October 15 – 17, 2015.

Mr. Hwang distributed UBucks along with vendor survey forms pertaining to the food services within the USU and Student Recreation and Wellness Center (SRWC). The UBucks are provided to the USUBOT members to visit and evaluate the USU vendors via survey forms.

Ms. Casillas informed the board about upcoming events on campus. She mentioned that an AB-540 Ally Training doodle poll would need to be turned in by November 10, 2015, to the ASI Government Office. Disability Awareness would take place on November 9, 2015 from 11am-2pm in the SRWC, and November 10, 2015, from 6pm-8pm in the Beach Auditorium. A Food Drive for the holidays would take place on the North Lawn on November 18, 2015, from 11am - 2pm. A Poet's Lounge event would be held at the on November 18, 2015, from 8pm – 10pm at the Soroptimist House and the fall semester's remaining two Farmers Markets would take place on November 18, 2015, and December 2, 2015.

B. Vice-Chair:

Ms. Mendoza reported that many students had been enjoying the solar panel charging table outdoor the USU. She announced that she had attended the Electric Scooter Grand Opening and that Disabled Student Services and ASI had provided six electric scooters for students who were temporarily disabled. Ms. Mendoza highlighted the fact that the Women's Wellness Program had a variety of activities for each session.

C. USU Management Report:

Ms. Cicero presented the following Management Reports:

Facilities:

- Collaboration with University AED Program, in the SRWC, Recycling Center, and IPCDC
- Conference and Events had 900 bookings in October.

- Major events included: University Art Museum/Getty, E-sports charity – counselor’s Conference – Ethnic Studies Conference

- Hired Amanda Sea as CEC Coordinator
- Center Courtyard plumbing had been repaired
- Sustainability student position available
- Cosponsored Sustainability Mixer and Aquaculture event

Commercial Services:

- Information Technology Specialist position still open
- Completed tenant contract with Division of Student Affairs pertaining to USU 301

ASI Recreation:

- “Team ASI” participated in the Move for a Mile Walk
- SRWC programming theme “Fall into Giving”
- 3rd Annual “Spin & Give” Spinathon would be held on November 17, 2015 from 4 – 7PM
- Owen’s Condition for Tuition halfway event would take place on December 3, 2015, from 5 – 6PM in the SRWC main gym
- Owen’s Condition for Tuition had enrolled approximately 3,750 participants

Programs:

- KBeach’s “Sammy The Blade” won 3rd place Pinnacle College Media Association: “Best Station Promo”
- Homecoming would take place on November 14, 2015
- On November 16, 2015, the Carpenter Performing Arts Center would be hosting Stan Lee
- ASI Communications won multiple awards at the ACUI Region 1 Conference for their graphics

General:

- The Mechanical, Electrical, & Plumbing (MEP) Study information would be presented at the December USUBOT Meeting.
- Facilities committee was working to relinquish the Soroptimist House to the University.
- Ms. Lewis & Ms. Allen would be presenting “Pipe Dream to Pipe Line: Creating a village for a career advancement” at the NASPA Western Regional Conference.
- Staff members would be attending the NIRSA Regional Conference from November 11 – 13, 2015.
- ASI student leaders would be attending the Circle of Change Leadership Conference from November 20 – 22, 2015.

D. Senate Report:

Ms. Garcia stated that the Senate had confirmed the position of Secretary for Women’s and Gender Affairs. She noted that the Senate passed the SR 2015-02 Senate Policy Agenda Initiatives for 2015-2016. Senate would be working on SR 2016-03 Support of Additional Mental Health Services for students. She clarified that mental health services would be available to students during the Genocide Project which is held on campus each semester. Lastly, Ms. Garcia shared that the Senate attended a dinner with President Conoley.

E. Committees:

Campus Relations: Ms. Pavlova reported that the subcommittee discussed the EBI (Educational Benchmarking Institute) survey to assess events that take place in the USU. The EBI assessment gathered student feedback to measure the effectiveness of various programs. Ms. Pavlova reported on the Web Analytics Report (report available in the USU Administration Office).

Facilities: There was no report.

Program Evaluation: Ms. Mendoza reported that featured artist Romina Del Castillo was being displayed the current day in USU Room 100. Alicia Wise would be the featured poet for the Poet's Lounge. Foot traffic for the SRWC had doubled from the previous month. The Seven Week Chakra Series and the Wishing Tree had been very popular.

Services: Mr. Hwang reported that the Information Center was currently working on implementing online Legoland ticket purchases for students. Students had expressed an interest in newer models of gaming consoles in the Games Center, which led to the newly implemented Xbox One. The USU food service survey in partnership with 49er Shops and the National Associate of College University Food Services Association (NACUFS), would end on November 6, 2015. The Services Committee is working on rental and user rates for the SRWC and the USU.

F. Representatives Report:

Alumni: Mr. Galbreath discussed a website with CSULB Alumni Respondents. The latest issue of *Beach Connection* was mailed to more than 44,000 Alumni Association members in the previous month. Many responses from alumni showed interest in various campus support services which helped them through college and career path preparation. Two Distinguished Alumni, Maureen and Aaron Price, hosted a dinner with twelve 49ers in their home last week. The Beach Alumni Mixer was held in the South Bay in mid-October with alumni job recruiters and approximately 50 alumni. Homecoming would be taking place the following Saturday, November 14, 2015.

Faculty: Dr. Ilan Mitchell-Smith reported that the Academic Senate discussed the "Policy of Avoidance of Conflict of Interest in Assignment of Course Materials and the Policy on Intellectual Property". The CFA Union voted to authorize a strike if necessary. The strike was authorized by 94.5% of professors on campus.

Mr. Salazar clarified that if a strike were to occur, it would take place in the spring semester of 2016.

Staff: Ms. Hanson reported that staff would be hosting the "Cherishing the Children" event on December 9th, 2015, from 3 – 6pm.

University: Ms. Taylor stated that many students expressed concern regarding the weak Wi-Fi locations around campus. She suggested anyone email her with specific locations or additional information regarding this issue.

Ms. Cicero clarified that the Informational Technology Support is currently working on the Wi-Fi in the University Student Union.

Dr. Klaus reminded the committee that the Soroptimist House had been hosting the Interfaith Center. The Food Pantry Project was on a short term postponement. President Conoley had performed various outreach with students. ASI was provided a list of concerns about the USU building. One concern was the lack of accessibility doors to exit to the courtyard. The SRWC summer fee was also a complaint that arose at the meeting.

Ms. Lewis clarified that the doors are on the priority list to be fixed.

Mr. Wilson mentioned that the accessibility door at the Nugget was not currently working.

Mr. Hwang clarified that the SRWC is currently working on the monthly fee as well as a pro-rated fee.

Ms. Taylor suggested hosting an education campaign in regards to the SRWC fee.

Ms. Cicero clarified that the 24-Hour Center would restructure the study rooms for the Spring 2016, Semester to accommodate separate individual and group study areas.

Discussion ensued.

7. OLD BUSINESS

There was none.

8. NEW BUSINESS

A. 2016-2017 SRWC Operating Calendar, *Proposal*✓

Mr. Wilson clarified that the proposal would shift operating hours for Thanksgiving week. The proposal was concerning November 21, 22, and 23 of 2016, to reduce operating hours of the SRWC from 6am-9pm. He mentioned that the SRWC would be closed on November 24, 2016, and reopened on November 25, 2016, from 11am-7pm.

B. 2016-2017 USU Operating Calendar, *Proposal*✓

Mr. Wilson clarified that the proposal would close the USU on October 9, 2016, for the Long Beach Marathon. He also mentioned that the West Wing of the USU would remain open for restroom access during the marathon if needed.

(M) Salazar (S) Pavlova moved to accept the proposals 8A and 8B

1st: Pass **2nd:** Pass

VOTE ON THE MOTION

PASSES 12.0.1

C. Budget Adjustment, ASI Recreation Programs, *Proposal*✓

Ms. Cicero clarified that budget adjustments over \$5,000 would require board approval. The budget would now be split between SRWC Business Operations, Administration and the Programs' budgets. The proposal would clarify expenses between the three different areas within the SRWC budget. She concluded that the budget had been slightly increased to fully cover the expenses of Owen's Condition for Tuition and the purchase of additional towels that seemed to be slowly disappearing from the SRWC.

(M) Salazar (S) Pavlova moved to accept the proposal 8C

1st: Pass **2nd:** Pass

VOTE ON THE MOTION

PASSES 12.0.1

D. Center for Latino Community Partnership, *Proposal* ✓

Mr. Wilson expanded on the Center for Latino Community Partnership to the Board. He stated that the Center for Latino Community received a grant from the Substance Abuse and Mental Health Services Administration (SAMSHA). Mr. Wilson stated that the objective of the program would be to raise awareness of HIV and Hepatitis C infection at CSULB.

Mr. Ortiz-Valenzuela clarified that through a needs assessment it revealed that the CSULB student population was not aware of the available resources concerning sexually transmitted infections (STI's,) available testing or the location of the Student Health Center. Mr. Ortiz-Valenzuela also mentioned that the condom dispensers would be placed on the 2nd floor eastside

restroom, 3rd floor restroom by the ASI Student Government Office, as well as the 1st floor gender neutral restroom in the USU and in the locker rooms in the SRWC. He stated that the Center for Latino Community would oversee the maintenance of the condom dispensers (report may be obtained from the University Student Union Administration Office).

E. Program Evaluation, Smorgasport, *Informational*✓

Ms. Mendoza described the Smorgasport event. Smorgasport is a collaborative event between many departments in the university, USU, and SRWC. The event includes free t-shirts and food and live performances. She mentioned that all CAS Standards were met, further informed the board about events held, attendance, and budget, and described suggestions for the 2016, Smorgasport event (reports may be obtained from the University Student Union Administration Office).

Ms. Taylor responded to a query concerning signing waivers for Smorgasport. She clarified that she had discussed the waiver concern with Risk and Safety Management and they responded that waivers were not required.

Ms. Cicero noted that the use of electronic measures would be utilized to verify that attendees were current students. Campus security was discussed.

Discussion ensued.

(M) Salazar (S) Garcia moved to accept the Program Evaluation, Smorgasport

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 12.0.1

F. Program Evaluation, Outdoor Adventure Program, *Informational*✓

Ms. Mendoza discussed the Outdoor Adventure Program. The goal of the program was to “provide a diverse range of outdoor experiences to the members of the Student Recreation and Wellness Center at California State University, Long Beach.” The activities evaluated included: rock climbing, mountaineering, hiking, sailing, kayaking, stand up paddle boarding, and biking (report may be obtained from the University Student Union Administration Office). The pricing of the activities had a huge impact on those who participated.

(M) Pavlova (S) Salazar moved to accept the Program Evaluation, Outdoor Adventure Program

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 12.0.0

9. CLOSING COMMENTS

There were none.

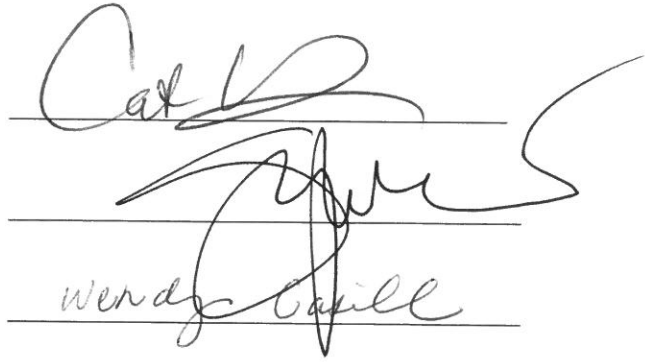
10. ADJOURNMENT

Ms. Casillas adjourned the meeting at 2:50 p.m.

Catherine Heitzhaus
USUBOT Recording Secretary

Ms. Sylvana Cicero
USUBOT Board Secretary

Wendy Casillas
USUBOT Chair



The image shows three handwritten signatures, each on a horizontal line. The first signature is 'Catherine Heitzhaus', the second is 'Ms. Sylvana Cicero', and the third is 'Wendy Casillas'.