

UNIVERSITY STUDENT UNION BOARD OF TRUSTEES AGENDA
Meeting #10

Date/Time: Friday, March 04, 2016 (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 Minutes #6, February 22, 2016✓
 - B. Facilities Meeting Minutes #5, February 26, 2016✓
 - C. HRMC Meeting #6, November 20th 2015✓
 - D. Program Evaluations Meeting Minutes #6, February 12, 2016✓
 - E. Services Meeting Minutes #5, February 5, 2016✓
 - F. USUBOT Meeting Minutes #9, February 5, 2016✓
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 USU Operating Budget, *Proposal* (First Reading)
 - B. Facilities Use Policy, *Proposal*
 - C. Overnight Trips, *Proposal*✓
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 # 10

March 4, 2016

1. CALL TO ORDER

Ms. Casillas called the meeting to order at 1:11 p.m.

2. ROLL CALL

Voting Members Present:

Gabriel Avila (Designee for Jose Salazar – *ASI President*)
Wendy Casillas (USUBOT Chair)
Jerry Galbreath (Alumni Representative)
Kenia Garcia (ASI Senate Representative)
Dae-Hee Hwang (Student Trustee-at-Large)
Dr. Jeff Klaus (Designee for VP of Student Affairs, *arrived 1:38 PM*)
Wendy Lewis (ASI Treasurer)
Vanessa Mendoza (USUBOT Vice-Chair)
Anna Pavlova (Student Trustee-at-Large)
Sharon Taylor (Assoc. VP, Financial Mgmt.)
Logan Vournas (ASI Senate Representative)
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)

Guests Present:

Chris Huebner (SRWC Outdoor Adventures and Wellness Coordinator)

Voting Members Not Present:

Berta Hanson (University Staff Representative)

Miriam Hernandez (ASI Vice President)
Dr. Ilan Mitchell-Smith (Faculty Representative)
Jose Salazar (ASI President)

Non-Voting Members Absent:

3. ADDITIONS/CORRECTIONS TO THE AGENDA

(M) Vournas (S) Pavlova moved to approve the agenda.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 10.0.1

4. PUBLIC COMMENTS

A. Comments from the Gallery

There were none.

B. Comments from the Board

There were none.

5. APPROVAL OF MINUTES

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

- A. Campus Relations Meeting Minutes #6, February 22, 2016✓
- B. Facilities Meeting Minutes #5, February 26, 2016✓

- C. HRMC Meeting #6, November 20, 2015✓
- D. Program Evaluations Meeting Minutes #6, February 12, 2016✓
- E. Services Meeting Minutes #5, February 5, 2016✓
- F. USUBOT Meeting Minutes #9, February 5, 2016✓

Ms. Vournas identified that an amendment in the HRMC meeting minutes was necessary for the meeting number six on November 20, 2015. In the minutes she was erroneously noted as an absent member. Ms. Vournas is not a current member of the HRMC committee.

(M) Hwang (S) Vournas moved to approve the minutes all at once with an amendment to the HRMC Meeting Minutes #6, November 20th, 2015.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 10.0.1

6. **REPORTS**

A. Chair:

Ms. Casillas reported that the board would be reviewing the first reading of the 2016-2017 USU Operating Budget. Although the reading was informational, members were encouraged to actively participate in the discussion.

B. Vice-Chair:

Ms. Mendoza encouraged the board to seek University Student Union Board of Trustees (USUBOT) applicants. There were only two applications on record.

Ms. Casillas clarified that interested applicants would be appointed in June 2016 as the application deadline had passed.

C. USU Management Report:

Ms. Cicero presented the following Management Reports:

General:

- CPI Increase in response to inflation
- MEP Update would be presented to the Board at the succeeding meeting
- Capital Outlay Requests would be presented at the succeeding meeting
- Keya Allen, Pamela Lewis, & Terri Armstrong were noted in the NASPA Region VII Newsletter

Facilities:

- Building Management for the 24 Hour Study Room to maintain group study room and the individual study room
- Facility Maintenance acknowledged for their hard work in maintaining and improving the facility.
- Sustain-U website had been in the process of being updated
- Electronic buyback equipment had been approved for the Recycling Center

ASI Recreation:

- Four Winds Interactive digital signage at Student Recreation and Wellness Center (SRWC) completed
- Fusion training had been completed
- Outdoor Trip to Stoney Point participants doubled
- Annual Fitness Challenge had been successful with 57 participants
- Nine Intramural leagues had started

- SRWC “Lucky” March themed events

Programs:

- ASI Forum: March 17, 2016
- Let’s Talk Politics – March 9 - 10, 2016
- Farmer’s Market began March 16, 2016
- March 2016 calendar disbursed around University Student Union (USU)
- Beach Front and State of the ASI available for viewing

D. Senate Report:

Ms. Garcia reported that multiple positions were confirmed which included: Chief of Staff, ASI Media Board Trustee, Programming Board Member, Senator for College of Education, Senator for College of Education, as well as other Academic Senators. The four resolutions ASI was working on included: the support of 49er shops to adopt \$ #2016-09, a socially responsible investment policy, the addition of two student-at-large members to lobby corps, commending the Dream Success Center Anniversary, and taking a stance on California state legislature bills of interests. ASI passed SR #2016-09 Feras Morad Initiative.

E. Committees:

Campus Relations:

Ms. Pavlova reported that a hashtag had been created for social media platforms to serve as a digital comment card. ASI Government and Lobby Corp have been merged on Facebook. The Educational Benchmarking Inc. (EBI) survey would be discussed at the succeeding committee meeting. Social media traffic had increased.

Facilities:

Mr. Wilson announced that he had worked with Sustain-U to increase the Trash Talkers program. He presented an idea regarding a re-use bin, which would be placed around campus to collect lightly-used items from the campus community. An academic senator had requested urinal dividers on the first and second floors of the USU. The immediate response was to create signage directing individuals to the third floor men’s restrooms which had urinal dividers. This concern would be addressed in more detail after the completion of the Mechanical, Engineering, and Plumbing (MEP) study. The Soroptimist House had been transferred over to the University.

Program Evaluation:

Ms. Mendoza shared that January 2016 foot traffic for the SRWC had decreased from previous years but February 2016 showed an increase. Some upcoming program events included Movies on the House and the Poet’s Lounge.

The Poet’s Lounge would take place on March 17, 2016 in the USU Sunset Lounge.

Services:

Mr. Hwang reported that ASI discussed the potential implementation of Electronic Benefit Transfer (EBT) with the vendors. The Food Service Survey would be evaluated.

F. Representatives Report:

Alumni: The Graduation Fair would take place on March 8, 9, and 10, 2016.

Faculty: There was no report.

Staff: There was no report.

University: Parking Lot 7 would be closed on April 1, 2016. The University would work to open replacement lots for Finals Week. Ms. Taylor announced that students participated in the Parking Advisory Committee with Councilman Daryl Supernaw and commended Logan Vournas for her participation at the meeting.

7. OLD BUSINESS

There was none.

8. NEW BUSINESS

A.2016-2017 USU Operating Budget, Proposal (First Reading)

Ms. Cicero reviewed the proposed 2016-2017, USU Operating Budget with the Board (proposal may be obtained in the USU Administration Office).

Additional funds were placed into the reserve accounts rather than the operating budget in order to prepare for the MEP study.

Ms. Cicero clarified that the budget was strictly concerning the USU. The ASI budget was distinct.

Discussion ensued.

Student wages increased by 7% with a dollar amount of \$118,000.

(M) Pavlova (S) Hwang moved to approve the first reading of the 2016-2017, USU Operating Budget, *Proposal*).

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

VOTE ON THE MOTION

PASSES 9.0.3

B. Facilities Use Policy, Proposal

Mr. Wilson reviewed Facilities Use Policy changes with the Board (proposal may be obtained in the USU Administration Office). Changes involved the omission of the Soroptomist House in addition to grammatical changes.

Mr. Haller clarified that Section 5.16, regarding the chaperone ratio, would have to be adjusted as the chaperone ratio changes with different age groups bands.

Ms. Cicero stated that Section 5.16 would be amended to clarify that ASI full-time staff are mandatory reporters and would contact the campus to ensure ASI had complied with state requirements. ASI part-time employees were not considered mandatory reporters.

(M) Hwang (S) Vournas moved to approve the Facility Use Policy, *Proposal* with Section 5.16 clarifications. Ms. Casillas reiterated that the revised proposal would be distributed to board members.

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

VOTE ON THE MOTION

PASSES 10.0.2

A. Overnight Trips, *Proposal*✓

Ms. Mendoza reported on the Overnight Trips Proposal (proposal may be obtained from the USU Administration Office). This proposal is to expand the SRWC day outdoor adventure trips to include overnight trips. If approved, the first trip is scheduled for April 2016. CSULB Outdoor Adventure trips were hosted 5-7 times per semester with the day trips taking place in areas that were within a 2 mile radius. Sixty-two percent of universities host outdoor trips with eighty-eight percent of those campuses hosting overnight trips. CSULB had been included in the two percent of CSU's that did not host overnight trips.

Mr. Huebner clarified that other universities were hosting trips that were longer than two days due to the travel time to and from the trip destination as well as differences in staffing.

(M) Pavlova (S) Klaus moved to approve the Overnight Trips, *Proposal*.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 11.0.1

9. **CLOSING COMMENTS**

The Dream Success Center Anniversary celebration would take place on March 9, 2016 from 4-6PM.

Mr. Gabriel Avila acknowledged that the Board of Trustees was a great example of keeping students first.

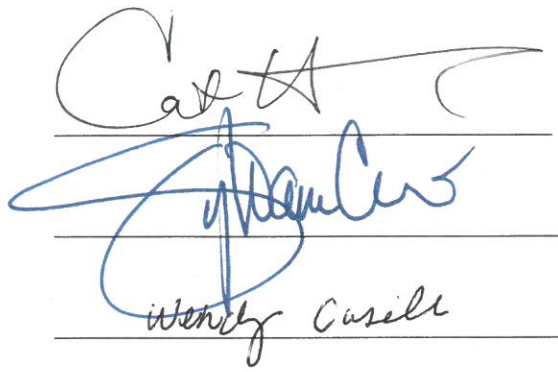
10. **ADJOURNMENT**

Ms. Casillas adjourned the meeting at 2:18 p.m.

Catherine Heitzhaus
USUBOT Recording Secretary

Ms. Sylvana Cicero
USUBOT Board Secretary

Wendy Casillas
USUBOT Chair



Catherine Heitzhaus
Sylvana Cicero
Wendy Casillas