

UNIVERSITY STUDENT UNION BOARD OF TRUSTEES AGENDA
Meeting #10

Date/Time: Friday, March 03, 2017 (1:00 p.m.)
Location: Stuart L. Farber Senate Chamber
Chair/Office: Anna Pavlova, USU-311

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 6, 2017✓
 - B. Facilities Meeting Minutes #6, February 7, 2017✓
 - C. Program Evaluation Minutes #5, February 21, 2017✓
 - D. Services Meeting Minutes #5, February 13, 2017✓
 - E. USUBOT Meeting Minutes #9, February 3, 2017✓
- 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 USUBOT Nominations✓
 - B. 2017-2018 USU Operating Budget, *Proposal* (First Reading)
 - C. Program Evaluation, Gobble Games/Can Castles✓
 - D. USU Facility Master Plan, *Proposal*
- 9. CLOSING COMMENTS**
- 10. ADJOURNMENT**

✓ Item attached.

Associated Students, Incorporated
California State University, Long Beach

UNIVERSITY STUDENT UNION BOARD OF TRUSTEES MINUTES
Meeting # 10
March 3, 2017

1. **CALL TO ORDER**

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

2. **ROLL CALL**

Voting Members Present:

Yasmin Elasmir (ASI Senate Representative)
Marvin Flores (ASI President)
Jerry Galbreath (Alumni Representative)
Leslie Garcia (USUBOT Vice-Chair – *arrived at 1:08 p.m.*)
Berta Hanson (University Staff Representative)
Pei-Fang Hung (Faculty Representative)
Dr. Jeff Klaus (V.P. for Student Services Designee – *arrived at 1:08 p.m.*)
Anna Pavlova (USUBOT Chair)
Brian Sath (Student Trustee At-Large)
Giovanni Smith (ASI Treasurer)
Sharon Taylor (Assoc. VP, Financial Mgmt.)
Langston Tolbert (Student Trustee At-Large)
Jonathan Wanless (Designee for Logan Vournas – ASI Vice President)
Ka Cin Wong (ASI Senate Representative)

Voting Members Not Present:

Non-Voting Members Present:

Sylvana Cicero (Director, USU & SRWC)
Richard Haller (ASI Executive Director)

Non-Voting Members Absent:

3. **ADDITIONS/CORRECTIONS TO THE AGENDA**

Pavlova requested to move agenda item 8A after Public Comments and to postpone agenda item 8C to the following board meeting.

(M) Flores (S) Wong

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 11.0.1

4. **PUBLIC COMMENTS**

A. Comments from the Gallery

There were none.

B. Comments from the Board

There were none.

5. **APPROVAL OF MINUTES**

Pavlova called for the approval of the minutes all at once.

- A. Campus Relations Meeting Minutes #6, February 6, 2017✓
- B. Facilities Meeting Minutes #6, February 7, 2017✓
- C. Program Evaluation Meeting Minutes #5, February 21, 2017✓
- D. Services Meeting Minutes #5, February 13, 2017✓
- E. USUBOT Meeting Minutes #9, February 3, 2017✓

(M) Sath (S) Smith moved to approve the minutes all at once.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 12.0.2

6. REPORTS

A. Chair:

Pavlova reported that she presented at the ASI Senate meeting regarding past events that took place in both the University Student Union (USU) and Student Recreation Wellness Center (SRWC).

President Conoley has expressed a sustainability concern regarding the sale of mylar balloons to the 49er Shops. The 49er Shops has notified us about the concern. She recommended that the sale of mylar balloons be discontinued, including during commencement. Pavlova welcomed the board to express their thoughts.

Cicero clarified that there has not been a policy implemented on campus regarding the sale of mylar balloons.

Pavlova informed the board that the Grad Fair was scheduled to take place March 7-9 from 10 a.m. to 7 p.m. at the University Bookstore.

B. Vice-Chair:

There was none.

C. USU Management Report:

Cicero informed the board that the ASI Elections were scheduled to begin March 6.

Flores addressed the CSU fee increase and gave a brief update regarding what is being done by our students to lobby against the tuition adjustment prior to the California State University Board of Trustees (CSUBOT) meeting on March 22.

Cicero reported that the organization chart for the USU has been updated and modified. Modifications included creating a Senior Communications Officer position within the ASI Communications area. Additionally, the Associate Director of Programs would now be called Assistant Director of Programs and Assessment and would be responsible for overseeing Beach Pride Events and ASI Media.

Recruitment for the Event Coordinator, Accounting Manager, and Facility Maintenance Supervisor positions was in the process of being conducted by the search committees.

There was an increase in revenue within Commercial Services during the winter break possibly due to various conferences with student organizations. Maxson Center applications would open in April. The TV in the Games Center area needed to be replaced due to minor malfunctions. The collaboration with the VA Hospital continued, with a younger group of veterans utilizing the Games area for therapy sessions.

The next outdoor trip was scheduled for March 11 and would take place at Echo Mountain. The deadline to register was March 6 at 10 p.m. Owen's Condition for Tuition has continued to succeed with 5,672 participants and 530 completions. The Aromatherapy program was scheduled for March 13 at 6 p.m. in the Beach Balance office. Student leads from the SRWC have started to conduct bi-weekly meetings in efforts to discuss any concerns they have.

The work being done on the fire alarm system has been completed. The Storm Drain Project was in the process of being completed in order to prepare for any future floods that may occur. The Facility Services staff have begun to go through each area of the USU and filter through any storage that we can dispose of.

Walkthroughs were being conducted at the SRWC. The staff was working with two contracted companies who would be responsible for inspecting the cleanliness of the facility. Various improvements for the facility have been identified.

The West Patio furniture project was approved.

ASI Communications has recently won various awards at the ACUI National "Steal This Idea" Awards.

Artwork by children from the Isabel Patterson Child Development Center was being displayed in the Art Gallery. A reception was scheduled to take place on March 6 from 6-7 p.m. The Big Event Survey was available on BeachSync. There were complications with vendors for the Famers Market. The event would be placed on hold for the spring semester.

D. Senate Report:

Elasmar reported that Senate passed or were in the process of passing several resolutions including Project Rebound, Support Trans Health, Reevaluate Beach Pride Referendum, and Opposing Payment Peaks Act. A resolution was passed that commemorated the CSULB Concert Jazz Orchestra.

Several individuals have been elected for the following positions: Academic Senator, Senator at Large, Senator for CHHS, Senator for COE, Senator of COTA, and Senator Representative for Lobby Corps. The following positions have been confirmed: Secretary of Sustainability, Attorney General, Secretary of International Students, Secretary of Veteran Affairs, and Secretary for Women's and Gender Equity.

E. Committees:

Campus Relations: Pavlova reported on the the social media highlights for the month of December and January.

Facilities: Sath reported that the facilities subcommittee was in the process of working on the USU Facility Use Policy and the Sustainability Policy.

The Secretary of Internal Affairs has reached out to the facilities committee in effort to conduct a USU safety walk.

Students expressed their interest in having a foot-washing station within the USU. Areas around the facility were being looked at in order to fit the needs of those who will be utilizing it.

Program Evaluation: Garcia reported that Beach Pride Events would be celebrating Queer Diversity Week from April 10-14. During the month of February, Beach Pride Events hosted a celebration for the volunteer who accumulated the most hours that month. The movie showing of Moana was a success with over 1,000 students in attendance.

SRWC Intramurals would be partnering with Red Bull for the Street Soccer Tournament on March 17. A new program called Art Therapy was a success with 42 participants.

Services: Tolbert reported that Wack 'Em and Rack 'Em Tournament was scheduled to be held on March 17 in the Games Center. Students would be able to starting signing up beginning March 1.

The Harkins Theatre movie tickets have been ordered and would be sold at the Information Center within the next two weeks. Tickets for Davey's Locker and Newport Whale Watching would also be available for purchase at the Information Center in the upcoming week. The contract with Speed Zone has been signed and finalized. Contracts with Raging Waters and Orange County Discovery Science Center were in the process of being generated.

The ASI Beach Pantry has had a total of 2,261 visits during the 2016 fall semester. There has been over 1,000 visits so far during the spring semester.

There has been sustainability concerns regarding the sale of disposable water bottles in the USU. Alternative options have been discussed which include selling reusable water bottles instead and possibly banning the sale of disposable water bottles. A written proposal would be presented to the board at a later date.

Discussion ensued.

F. Representatives Report:

Alumni: Galbreath announced the 2017 Distinguished Alumni recipients: Dennis Keough, Suzie Price, and Guy Heston. The selected alumnus would be recognized at the annual Alumni Awards Banquet on May 4.

The Graduation Fair would take place on March 7-9 at the University Bookstore. Students would have the chance to order all their commencement needs as well as join the Alumni Association.

The Alumni Association was scheduled to host a Recent Alumni Mixer on March 23 at the Boathouse on the Bay in Long Beach. In attendance would be alumni job recruiters and former CSULB Distinguished Alumni. Students that joined the Alumni Association during Grad Fair would possibly be eligible to attend the mixer at no cost.

Faculty: Hung informed the board that Provost Jersky sent an email to all students, faculty, and staff regarding unauthorized flyers that were posted in various buildings around campus. The message expressed that the flyers were removed not due to the content, but because there was a violation of regulation.

Staff: There was none.

University: Taylor reported that the groundbreaking for the new College of Continuing and Professional Education has been completed. There would be a large amount of construction work

being completed around campus for the next couple of years that is expected to cause delays in traffic.

7. OLD BUSINESS

There was none.

8. NEW BUSINESS

A. 2016-2017 USUBOT Nominations

Pavlova welcomed the candidates and informed the board that the newly elected candidate would chair the Campus Relations Subcommittee for the remainder of the current term. Candidate Sarah Ford was not in attendance. Candidate Bavly Ibrahim was unable to attend the meeting due to a family emergency.

Pavlova welcomed candidate Ricky Contreras to introduce himself and provide information about his interest in becoming a USUBOT Student Trustee-at-Large. The board was then invited to ask any questions they had.

Pavlova presented and reviewed the remaining candidates' application and resume with the board.

Discussion ensued.

Pavlova led the voting with a roll call vote, limiting only one vote per member.

VOTE ON THE NOMINATIONS:

Ricky Contreras: 8

Sarah Ford: 0

Bavli Ibrahim: 3

(M) Flores (S) Smith moved to approve Ricky Contreras as the USUBOT Student Trustee at-Large for the remainder of the current term.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 13.0.1

B. 2017-2018 USU Operating Budget, Proposal (First Reading)

Cicero reviewed the proposed 2017-2018 USU Operating Budget and Narrative with the board. (Proposal available upon request in the USU Administration Office, Room 225)

Student wages increase by 12.16% with a dollar amount of \$2,138,240.

Cicero clarified that \$321,000 would continue to be contributed to the VEBA Trust fund annually until further notice.

Haller explained that the original contract between Associated Students, Incorporated (ASI) and Public Employees' Retirement System (PERS) stated that ASI would be responsible for the first \$50 of each employee's contribution amount for employees with a hire date prior to January 1, 2013.

Cicero highlighted changes and encouraged board members to meet with her to discuss any questions or concerns.

Discussion ensued.

(M) Flores (S) Sath moved to approve the first reading of the 2017-2018 USU Operating Budget Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 12.0.2

C. Program Evaluation, Gobble Games/Can Castles

Garcia provided a brief overview of the Gobble Games/Can Castles event. A portion of the event focused on reflective activities for the students. The event included refreshments, crafts, and various games. For the can castles portion, students were provided a set number of cans and asked to create a castle within 30 minutes, utilizing construction paper, markers, and tape for added creativity. Three judges then scored them and three winners were selected. At the completion of the events, all the canned goods were donated to the ASI Beach Pantry. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Elasmar (S) Sath moved to accept the Program Evaluation: Gobble Games/Can Castles.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 11.0.3

D. USU Facility Master Plan, Proposal

Sath briefly reviewed the USU Facility Master Plan and provided the proposed draft of the floor plan. (Report available upon request in the USU Administration Office, Room 225)

The initial intent of the Facility Master Plan was to designate each floor to particular services. The first floor would house media entertainment and programs offices while the second floor would consist of student services. In the original design, the third floor was primarily delegated to administration. The proposal would provide the Division of Student Affairs (DSA) with increased lease office space within the USU.

Cicero shared proposed relocation of offices for some ASI staff areas and the DSA areas. The Division of Student Affairs was in agreement of the proposed changes. Specific office relocations for the division would be determined by the DSA leadership.

Cicero went into further detail regarding specific changes, which included:

- Conference and Events Center would relocate to USU-227
- Sustain U would relocate to USU-225
- ASI Executive Director, Director of the USU & SRWC, along with the USU Administration Coordinator would relocate to the Office of Multicultural Affairs (USU-301)
- The current Executive Director suite (USU-313) would be converted to a DSA area

Cicero clarified that the square footage change was 214.

The original anticipated date to complete the office relocations was March 27-31. Though due to certain circumstances, the USU Facility Master Plan will potentially be completed during the upcoming summer.

Discussion ensued.

M) Wong (S) Sath moved to approve the USU Facility Master Plan Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 9.0.5

9. CLOSING COMMENTS

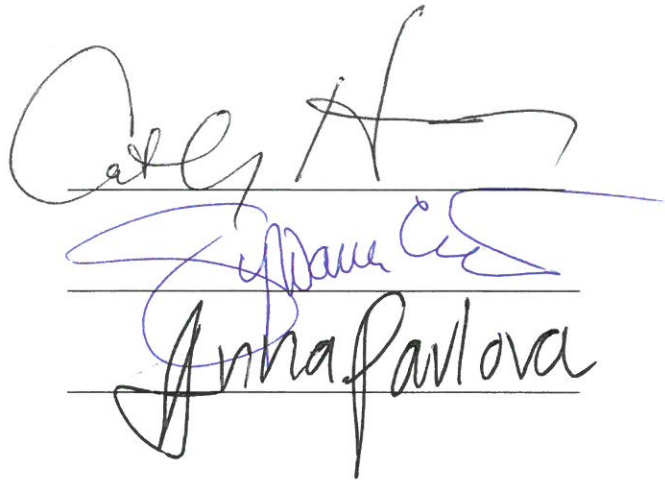
10. ADJOURNMENT

Pavlova adjourned the meeting at 2:23 p.m.

Catherine Heitzhaus
USUBOT Recording Secretary

Sylvana Cicero
USUBOT Board Secretary

Anna Pavlova
USUBOT Chair



The image shows three handwritten signatures, each written on a horizontal line. The top signature is in black ink and appears to be 'Cathy Heitzhaus'. The middle signature is in blue ink and appears to be 'Sylvana Cicero'. The bottom signature is in black ink and appears to be 'Anna Pavlova'.