

**UNIVERSITY STUDENT UNION BOARD OF TRUSTEES MINUTES**

**Meeting #11**  
April 10, 2020

**1. CALL TO ORDER**

Balayan called the meeting to order at 1:05 p.m.

**2. ROLL CALL**

**Voting Members Present:**

Leen Almahdi (ASI Vice-President)  
Xan Balayan (USUBOT Chair)  
Daniel Galindo (ASI Treasurer)  
Katherine Khiev (USUBOT Vice-Chair)  
Jeff Klaus (Dean of Students)  
Ian Macdonald (USUBOT Student-at-Large)  
Judith Magaña (USUBOT Student-at-Large)  
Austin Metoyer (Alumni Representative)  
Ryan Phong (Senate Representative)  
Tracey Richardson (Associate Vice-President, Financial Management)  
Bianca Rivera (USUBOT Student-at-Large)  
Stephanie Torres (Senate Representative)  
Lizbeth Velasquez (ASI President)

**Voting Members Absent:**

Holli Fajack (Staff Representative)  
Pei-Fang Hung (Faculty Representative)

**Non-Voting Members Absent:**

**Non-Voting Members Present:**

Sylvana Cicero (Director, USU & SRWC)  
Miles Nevin (ASI Executive Director)

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

Balayan called for the approval of the agenda.

**(M)** Khiev **(S)** Rivera moved to approve the agenda as is.

1<sup>st</sup>: Pass 2<sup>nd</sup>: Pass

**VOTE ON THE MOTION**

**PASSES 13.0.0**

**4. PUBLIC COMMENTS**

**A. Comments from the Gallery**

There were none.

**B. Comments from the Board**

There were none.

**5. APPROVAL OF MINUTES**

Balayan called for the approval of the meeting minutes all at once.

- A. Services Meeting Minutes #5, March 5, 2020
- B. USUBOT Meeting Minutes #11, March 6, 2020

**(M)** Torres **(S)** Macdonald moved to approve the meeting minutes all at once.

1<sup>st</sup>: Pass 2<sup>nd</sup>: Pass

**VOTE ON THE MOTION**

**PASSES 13.0.0**

**6. REPORTS**

**A. Chair:**

Balayan reminded the board that a poll had been distributed to nominate the Board Member of the Year and requested that members complete the poll by April 13, 2020.

**B. Vice-Chair:**

There was none.

**C. USU Management Report:**

(Full report available from USU Administration Office, USU-301)

Cicero reported the costs involved in the COVID-19 crisis response.

Associated Students Incorporated (ASI) staff would be working remotely. Contractual projects and maintenance projects had continued on site while practicing social distancing.

Beach Pride Events and Games Center had been experimenting with virtual programming

Nevin and Jordan Eres had been working to revise human resource and fiscal policy.

Over 6,000 campus events had been cancelled until at least June 30, 2020.in response to the COVID-19 crisis

Beach Pantry pop-ups and drive-ins in collaboration with Everytable had been popular.

ASI Communications had been working to produce online content and had received positive feedback.

Student Wellness and Recreation Center (SRWC) group fitness instructors had moved classes online.

**D. Senate Report:**

Torres reported that Senate had held its weekly meetings via Zoom.

Senate had voted on several resolutions regarding bylaw amendments for various ASI Government boards.

Senate Resolution #2020-24: ASI Opposition to Plus/Minus Grading Notation Implementation had been presented for its first reading.

**E. Committees:**

**Campus Relations:**

There was none.

**Facilities:**

Magaña reported that approximately 80 percent of the recognized fall Night Safety Walk projects had been completed. The spring Night Safety Walk had been postponed until further notice.

A new hot water heater and exhaust flue had been installed.

The Facility Use Policy would be reviewed by the Facilities Committee.

**Program Evaluation:**

Khiev reported that a Virtual Poet’s Lounge had been scheduled for April 23, 2020.

The SRWC would host a special edition meditation class on April 22, 2020.

**Services:**

Rivera reported that the Career Closet event had been postponed until the fall semester.

Rivera had investigated ways to continue the Intercollege Beach Pantry Donation Drive after her graduation.

**F. Representatives Report:**

**Alumni:**

Metoyer reported that the Alumni Association’s meetings and related programming had been suspended.

**Faculty:**

There was none.

**Staff:**

There was none.

**University:**

Richardson reported that the Cashiers Office would be open for limited hours.

Most campus buildings had been closed.

Holds on student accounts had been released in light of the COVID-19 crisis.

Klaus reported that the campus had been distributing Chromebooks for students in need.

The Campus Climate survey had received a 12 percent response rate.

Beachside off-campus residence hall had been considered as a site for COVID-19 first responder overflow for the city of Long Beach.

Options regarding the rescheduling of commencement had been discussed.

Klaus reported the potential impact of the COVID-19 crisis on enrollment numbers.

Academic Senate had approved a credit/no credit grading option for spring 2020 classes.

**7. OLD BUSINESS**

**A. Action Item: 2020-2021 University Student Union (USU) Operating Budget, Second Reading**

Cicero reviewed changes that had been made since the first reading of the budget.

**(M)** Macdonald **(S)** Rivera moved to approve the second reading of the 2020-2021 University Student Union Operating Budget.

**1<sup>st</sup>:** Pass **2<sup>nd</sup>:** Pass

**VOTE ON THE MOTION**

**PASSES 13.0.0**

**8. NEW BUSINESS**

**Action Item: 2020-2021 Student Recreation and Wellness Center (SRWC) User and Program Fee Structure, Proposal**

Rivera reviewed the proposal for the 2020-2021 Student Recreation and Wellness Center User and Program Fee Structure.

**(M)** Torres **(S)** Magaña moved to approve the 2020-2021 Student Recreation and Wellness Center User and Program Fee Structure.

**1<sup>st</sup>:** Pass **2<sup>nd</sup>:** Pass

**VOTE ON THE MOTION**

**PASSES 13.0.0**

**9. CLOSING COMMENTS**

Cicero thanked the entire ASI team for their resilience during the COVID-19 crisis and announced the postponement of the distribution of a fee tolerance survey.

Balayan reminded the board to remain attentive during the Zoom meeting.

Macdonald thanked ASI and university staff for their work to serve students.

**10. ADJOURNMENT**

Balayan adjourned the meeting at 2:16 p.m.

Catherine Heitzhaus  
USUBOT Recording Secretary

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Sylvana Cicero  
USUBOT Board Secretary

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Xan Balayan  
USUBOT Chair

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