

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
BOARD OF DIRECTORS  
THOUSAND OAKS  
APRIL 10, 2017  
MINUTES**

**I. Call to Order**

The regular meeting of the USU BOD was called to order at 12:31 p.m. by Chair Thelmari Raubenheimer.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff</b>	<b>Guests</b>
Shannon Ashford	Rowie Wolfe	Jimmy Francis	Nebai Rojero
Frank Benkovic ( <i>arrived at 12:32 p.m.</i> )		Jeremy Hamlett	
Sharon Eichten		Joe Illuminate	
Natalie Esparza		Jennifer Kim	
Marquita Gammage ( <i>arrived at 12:50 p.m.</i> )		Samantha Liu	
Debra Hammond		Jonathan Navarro	
Farhad Khorasani		Kristen Pichler	
Kenya Lopez		Scott Schorn	
Hifza Murtuza			
Michael Odinlo			
Iris Ramirez			
Thelmari Raubenheimer			
Shelley Ruelas-Bischoff ( <i>arrived at 12:35 p.m.</i> )			
Tonee Sherrill			
Avi Stewart			
Maria Zaman			

**III. Approval of Agenda**

M/S (N. Esparza/M. Odinlo) Motion to approve the agenda of April 10, 2017.

M/S/P (A. Stewart/H. Murtuza) Motion to amend the agenda and add Discussion Item C – USU Expansion Project SWOT Analysis to the agenda.

A strengths, weaknesses, opportunities, threats (SWOT) analysis for the proposed referendum project was added to the agenda in order to have a more in-depth discussion on the opportunities and challenges that would arise with the proposed USU expansion referendum.

*Amendment passed 12-0-0.*

*Motion, as amended, passed 12-0-0.*

*Director Ruelas-Bischoff arrived at 12:35 p.m.*

**IV. Approval of Minutes**

M/S/P (S. Ashford/F. Benkovic) Motion to approve the minutes dated March 13, 2017.

***Motion passed 12-0-1.***

**V. Open Forum**

None.

**VI. Chair Report**

Chair Raubenheimer noted that Matador Nights is on April 21 this year and that it is fast approaching. She noted that many students like to volunteer to work that night and help the USU event staff. She said she would check with the Events Department to see if more volunteers were needed, and then send out an email to recruit those who would like to volunteer to work that night. She also thanked everyone who was able to attend the musical *In the Heights*, in which Vice Chair Stewart played the character, Benny. She also stated that she heard great things about this year's ACUI Annual Conference and that she was sorry that she was unable to attend this year due to a rigorous study schedule in preparation for the Medical College Admission Test (MCAT).

**VII. Vice Chair Report**

Vice Chair Stewart wished everyone a happy Monday. He expressed his gratitude to everyone who attended the ACUI Annual Conference. He said that he had a wonderful experience and that he was grateful for the opportunity to exchange ideas and services with others. He also said that it was great to see everyone who was able to attend the musical, *In the Heights*, and thanked everyone for being supportive. He said he hoped everyone enjoyed watching the show as much as he enjoyed performing in the show.

**VIII. Executive Director Report**

Director Hammond began her report with the announcement that Shannon Krajewski, Associate Director, Marketing and Programs, had resigned and that her last day was Monday, April 3. Matthew Eickhoff, Coordinator, Training and Development, also resigned, and his last day was Tuesday, April 4. She stated that their job descriptions would be reviewed and posted in search of replacements. She noted that in the meantime, a transition plan was developed to have the current staff take on their responsibilities. She noted how great this year's ACUI Annual Conference was and invited those who attended to speak about their experiences:

Director Murtuza shared about her experience with the leadership workshop and noted how inspiring the speaker, Alex Sheen, was in promoting his, "Because I Said I Would" movement. She said she was inspired to do well and to use his promise cards to affect others. She thought he was the highlight among the speakers of the conference and that she was surprised at how emotional she became during his speech.

Director Sherrill noted that he has a history of attending ACUI conferences and that this year's opening keynote speech by Dr. Shaun Harper was particularly powerful. The speaker challenged college unions to reexamine their thought processes and recognize their short falls, while taking opportunities to enhance student experiences.

Director Stewart shared about his experience with the panel of entrepreneurs at the conference. He specifically noted the initiator of the pop-up gardens and how a community could be brought together through an idea. He expressed that everyone has ideas, but that these panelists really spoke to him about ideas that are worth pursuing, and how these ideas could affect others. He described another panelist who started a comic book business. He noted that she had found others in the community who also shared her particular interests, and that it was surprising to see that something that might seem important only to one person could actually matter to others as well.

Director Hammond thanked everyone who shared his or her experience. She expressed that this conference was one of the best ACUI conferences she has attended. She elaborated on Director Sherrill's comments about Dr. Shaun Harper's challenge to the unions and how uncomfortable it made them feel. She noted that student affairs leaders need to be comfortable with discomfort and that it is part of the process of working in student involvement. She said Dr. Harper did a good job of setting the tone for the rest of the conference. Director Hammond added that the comic book storeowner, an African American woman that Director Stewart spoke about was inspired to start her business because she could only identify five Black superheroes and that spoke to an issue of diversity. She discussed that the creator of the pop up gardens started with creating gardens in abandoned spaces in Philadelphia and that he promoted community involvement through these gardens. She said the Rosa's Pizza creator, the last panelist, created a business of selling \$1 pizza slices, and then turned that into an opportunity to create a community that served homeless people within his business. People began to buy \$1 pizza slices for the homeless people in that neighborhood, which started a movement and created a new community that encouraged homeless people and non-homeless people to interact. Director Hammond also was greatly affected by Alex Sheen of Because I Said I Would. His mission is about people making a commitment and following through with that commitment. She said he was a master storyteller who did a phenomenal job conveying his message to his audience. She praised the conference format that consisted of workshops and speeches that were shorter and quicker, with more movement from place to place and noted that the format resembled the format of TED Talks. She said that this format seemed more appealing to students and younger staff/attendees. She concluded

with high praise for the Marketing Department, which continues to receive accolades at the ACUI Conferences. She stated the Marketing Department's national and international recognition is a great achievement.

## **IX. A.S. Report**

Ms. Kenya Lopez apologized for not being available at the last Board of Directors meeting. She said she was at a California Higher Education Student Summit (CHESS) conference in Sacramento, where she advocated on behalf of California State University (CSU) students and the efforts to find government funding for the CSU system. She noted the increased importance in supporting these efforts in light of the Board of Trustees approval of the tuition increase. Lopez continued to discuss advocacy efforts for undocumented students and providing support to those students in the case that the Deferred Action for Childhood Arrivals (DACA) program be removed. She also discussed President Trump's skinny budget and the efforts to continue to advocate for students and more funding for higher education. Another focus was the effort to bring back the year-round Pell Grant, which would allow more students to enroll in summer school and graduate on time, promoting the Graduation 2025 Initiative. Lopez also provided an update on the implementation of the legal clinic on campus. There was a meeting to finish the Memorandum of Understanding and to wrap up the logistics and details of the program. She noted that Southwestern Law School representatives are completely on board with the implementation of the legal clinic and that it should be a great partnership. Plans have already been made to work closely with Dream Center coordinator, Dario Fernandez, and the development of programs are also underway. There are plans to advocate for undocumented students and to implement a study abroad program for undocumented students at CSUN. Lopez stated her excitement for the programs and services that will result from the legal clinic.

## **X. Committee Reports**

Chair Raubenheimer asked the committee chairs for updates.

- **Facilities & Commercial Services:** Chair Ramirez began her report by apologizing for her absence in last month's meeting due to illness. She continued with her report by stating that the Committee decided that providing a space for the Career Center's Career Space program at the USU was not ideal after close examination of the study rooms. They felt it would be a disservice to students given the evidence on how frequently these rooms are used. The Committee recommended a push for space in the USU for this initiative be made after future research is conducted on the success of the program. Chair Ramirez expressed her sadness that there is only one more Committee meeting left. She concluded by reporting that collaborating with Brittney Washington on the site visit presentations in classrooms and to other students were both successful and encouraging. She explained that after sharing the importance of the site visits and their experiences with other students, they were excited to receive good feedback.
- **Finance Committee:** Chair Odinlo said the committee reviewed four action items at the last Finance Committee meeting: the 2017-2018 Capital Outlay Allocation Proposal, the 2017-2018 Major Purchases, Repairs, and Replacements Allocation Proposal, the Corporate Credit Card Policy Amendment, and the Committee Member of the Year nominee. He stated there would be further details and discussion as the meeting proceeds.
- **Personnel Committee:** Chair Benkovic said the USU Student Assistant Classifications and Wage Schedule as discussed in Committee would be shared as an action item. He stated that the Committee is still in discussions regarding the educational fee reimbursement policy. He said comparisons to the University fee reimbursement policy would be made to make sure the USU's policy is inclusive of all major components. They will also be reviewing four new positions at their last meeting on April 24. He also announced that all of the non-graduating members of the Personnel Committee have expressed interest in continuing on the Committee next year, and that one of those members is running in the BOD elections.
- **Retirement Plan Committee:** Chair Stewart said the Retirement Plan Committee met to discuss the current USU Retirement Plan, which is currently formatted as a reimbursement plan. The Committee discussed plans to revise the Retirement Health Benefits Plan to have the organization participate in direct payment of medical fees. Wells Fargo, the retirement health plan broker for CSUN's auxiliary organizations, has provided quotes for both Anthem and Kaiser Permanente plans. Stewart stated that the USU, however, is in search of a replacement for its current actuary, Lou Filliger, who resigned from Demsey, Filliger & Associates, USU's current actuarial consulting company. After his resignation, Filliger was no longer able to advise the USU, therefore another advisor will be hired to consult the USU on the revision of the Retirement Health Benefits Plan.

## **XI. Action Items**

### **A. USU Student Assistant Classifications & Wage Schedule and July 1, 2017 City of Los Angeles Minimum Wage Increase**

Motion presented by the Personnel Committee.

M/S/P (F. Benkovic/H. Murtuza) Motion to amend the recommended motion to approve the 2017-18 Student Assistant Classification and Wage Schedule to include to effective date of July 1, 2017.

Director Benkovic addressed the Board to discuss the motion on the floor to accept the 2017-2018 Student Assistant Classification and Wage Schedule effective July 1, 2017. The minimum wage in the City of Los Angeles will increase to \$12.00/hour on July 1, 2017. Therefore, the Student Assistant Classification & Wage Range Schedule has been updated to accommodate the increase and to address compression issues in other classifications. The fiscal impact of this adjustment is anticipated to be \$394,000 instead of \$319,000 due to requests for increased number of student work hours. Funding was included in the 2016-2017 operating budget proposal and the USU's long-term financial plan. Wage comparisons can be reviewed from the 2016-2017 Student Assistant Classification and Wage Range Schedule and the updated 2017-2018 version, which reflects the wage increases. The wages have been increased for four out of the five classifications. Classification IV remained unchanged because there is currently only one graduate student employee in the union, and that wage is based on qualifications. In addition, wage increases have been reduced from \$1.50 raise range to \$1.00 raise range in order to encourage student employees to strive for higher positions to earn higher wages instead of becoming complacent within their current positions. Benkovic concluded by stating that the classification and wage range schedules would be reviewed again before the 2017-2018 term when minimum wage rates increase again.

There was no discussion.

***Amendment passed 14-0-0***

***Motion passed 14-0-0.***

**B. 2017-2018 Capital Outlay Allocation Proposal**

Motion out of the Finance Committee.

Director Odinlo stated that the recommended motion on the floor is to approve the 2017-18 Capital Outlay Allocation Proposal in the amount of \$197,860. The fiscal impact would be a potential reduction of \$197,860 in the cash balance of the USU general operating bank account. Capital Outlay is a single item with a value greater than \$5,000 that has a useful life of more than one year that can be used in a productive capacity in the USU. Odinlo referred to the Capital Outlay Allocation Proposal 2017-18 table, which describes the seven items in the proposal, and provides the justifications for each item. He noted that the category type (e.g., Software, Equipment, etc.) of the item determines depreciation rate. He noted that a 10% contingency is added to the total cost of the item to allow for price increases or changes in scope of the purchase. The following list are the seven proposed capital outlay items for the 2017-2018 fiscal year:

1. Virtual Desktop Infrastructure (VDI) Software Licenses - \$72,501
2. Oasis: Mindful Garden Awning Structure - \$9,875
3. Executive Board Room Conference Table (Sightlines Project ID #879) - \$19,911
4. Northridge Center House Lights Control System - \$23,965
5. Pool Heater System for Plaza Pool (Sightlines Project ID #424) - \$36,408
6. Performance Hall HVAC Unit Replacement (Sightlines Project #764) - \$22,000
7. Dolphin Wave Pool Vacuums - \$13,200

There was no discussion.

***Motion passed 14-0-0.***

**C. 2017-2018 Major Purchases, Repairs, and Replacements Allocation Proposal**

Motion presented by the Finance Committee.

Director Odinlo presented the motion to approve the 2017-18 Major Purchases, Repairs, and Replacements Allocation Proposal for \$755,047. The fiscal impact would be a potential reduction of \$755,047 in the available

cash balance of the Major Repair and Replacement fund. A 10% contingency is added to the total cost of the item to allow for price increases or changes in scope of the purchase. The four items in the proposal are as follows:

1. SRC Top Level Training Zone Equipment Upgrade - \$130,387
2. Meeting Room Audio Visual Upgrade Phase I - \$359,560
3. Fire Alarm System – Panel Upgrades Sightlines ID #s 184, 482, & 660 - \$155,100
4. Computer Lab Sidewalk Concrete Waterproofing and Replacement. - \$110,000

There was no discussion.

***Motion passed 14-0-0.***

#### **D. Corporate Credit Card Policy**

Motion presented by the Finance Committee.

Director Odinlo presented the recommended motion to approve the increase in the single corporate credit card transaction limit from \$3,500 to \$5,000. The pending Procurement Policy and Procedure encourages low dollar purchases via the corporate credit card in order to create business efficiencies by minimizing the amount of vendor invoices, purchase orders, and payments. The single transaction limit in this policy is \$5,000, which must agree with the single transaction limit in the Corporate Credit Card Policy.

There was no discussion.

***Motion passed 14-0-0.***

#### **E. Aida Salazar Award Vote**

Nebai Rojero, Human Resources Student Assistant led the vote by reading the submissions of the nominations:

1. Freddie Sanchez, Assistant Director, Resource Centers: Michael Odinlo nominated Freddie Sanchez for his work with WISDOM and his work with the African American Community in the past couple of years.  
Hifza Murtuza also nominated Freddie Sanchez for his work in organizing the cross-cultural center site visits, inclusive language campaign, and his community involvement.  
Iris Ramirez also nominated Freddie Sanchez for going above and beyond to advocate for students on campus. Freddie has worked vigorously to ensure the student voice is heard within the Cross Cultural Center initiatives and site visitations. In addition, as someone who has had the privilege of working on a one-on-one level with Sanchez, Iris Ramirez can say with utmost confidence that Sanchez truly cares for the student body. Sanchez also has worked to create a committee that focuses on inclusion. Ramirez believes that this correlates to the USU mission statement, which reads, “The mission of the University Student Union is to foster the achievement of students’ educational goals by facilitating a strong connection between students and their campus community.”
2. Edward Alfonso, Chair of the Art Department: Debra Hammond nominated Edward Alfonso. The USU collaborates with him on an annual basis to purchase art pieces created by students to utilize throughout the building. Hammond noted that this has been done for the last eight or so years. In addition, the USU has worked with Ed Alfonso on the art title project that is displayed on the wall next to the USU Reservations Department. Most recently, the USU worked with his department on an interdisciplinary course that designed the beautiful palm tree graphics and artwork on the entrance wall of the Oasis as well as several other sculpture projects. Ed Alfonso is a huge advocate for the use of art, especially in public places to engage students and others in viewing the world. He is also a master black and white photographer.
3. Sarina Loeb, Coordinator, Pride Center and LGBTQ Initiatives: Avi Stewart nominated Sarina Loeb for her work in advocating for the LGBTQ community and for her contributions in bringing more awareness of the LGBTQ community to the campus.  
Natalie Esparza also nominated Sarina Loeb for her efforts to go above and beyond to bring more people to the Pride Center and for offering resources and information the campus community.

Nebai proceeded to pass out the voting cards to the Board, the Board voted, and the voting cards were collected.

#### **F. BOD Volunteer (Committee Member of the Year) Award Nominations and Vote**

Nebai Rojero led the BOD Volunteer Award Nominations and Vote by asking the committee chairs to present their nominees:

The Personnel Committee nominated David Magana. Benkovic said the sophomore shows a level of maturity that exceeds all expectations and has a professional level that matches a senior's level. He said that Magana has brought his input and initiative to meetings, and is fully committed. He has expressed interest in being the chair for the educational fee reimbursement subcommittee as well. Not only is he committed to the Personnel Committee, but has shown his commitment to the USU as a whole. In addition, he has brought a lot of his knowledge regarding the USU to the meetings and has been able to explain, in depth, the policies and procedures to other members. He critically analyzes the documents and asks questions at the meetings to further his understanding. He is a shining star among many.

The Facilities and Commercial Services Committee nominated Bryant Garcia, who always shares his insightful opinions with the group. Iris Ramirez said he is prompt, diligent, and has a great attitude. Bryant Garcia has insightful questions and a passion to improve the facilities in the USU. He goes above and beyond to conduct research on the spaces available in the USU. He serves on the USU Master Plan Committee and brings statistical data and insightful questions to meetings. Ramirez said it was a privilege to work with Bryant, and is grateful to have the opportunity to give back to people like him, who have made an impact.

The Finance Committee nominated Brenda Flores. Director Odinlo said Flores is a veteran of the Committee as she served on the Committee two years ago. Flores served on the team that started developing a more comprehensive procurement policy. Flores is also a member of the National Society of Leadership and Success and studies Business Management. She is an engaged and heavily involved student, who has missed only one Committee meeting, and then did her part to follow up with what she missed. Flores responds timely to all emails, even though she is a busy mom and wife. She does not allow her busy schedule to infringe on Committee involvement.

The Retirement Committee did not have an official nominee, however, Vice Chair Stewart said he would like to acknowledge Hifza Murtuza as she has done a fabulous job serving the Committee and that her work in providing numbers, data, procedures and policies have been notable contributions to the Committee. He would like to thank her for all her work.

Rojero repeated the three nominees to the Board and presented the members with voting cards to vote.

### **XIII.**

#### **Discussion Items**

##### **A. Alumni Representative Appointment**

Chair Raubenheimer stated that the Alumni Association recommended the reappointment of Tonee Sherrill to serve a new two-year term of service on the Board of Directors.

Director Sherrill said that he enjoys working with the students on this campus and that this is a great opportunity to continue to serve on the Board.

Director Hammond noted that Director Sherrill's appointment would be voted on at next month's Board of Director's meeting. She added that Sherrill is a great Board member and that he has gone beyond the requirements of the Board. He is always willing to present when asked and is committed to students and student development. She is excited that the Alumni Association has put forth his name again.

Director Odinlo also said he is supportive of the appointment and encouraged the members to accept the appointment.

Director Stewart added that Sherrill is extremely supportive of students and that he has great ideas that he shares with the Board and with other students.

Director Ruelas-Bischoff thanked Sherrill for his commitment to not only the USU Board but also to CSUN. She said it is wonderful that Sherrill has remained part of the CSUN community through his engagement with students, teaching, and the administration.

Director Esparza said Sherrill has been an impact on her personally. She noted that anytime she had a question or a problem, Sherrill was willing to help. She said is especially grateful for all of the knowledge and experience that he brings to the Board.

Director Ashford also thanked Sherrill for continuing to be part of the CSUN community. She acknowledged the distance of his commute and appreciated his dedication to the USU.

Chair Raubenheimer concluded the discussion by stating that she joined the Board two years ago and that Sherrill has impacted her immensely. She said he has been a helpful and calming presence, even through the chaos of amendments and other Board procedures that she questioned. She said he is an incredible role model and is glad that he will continue to be a great model for other students.

##### **B. Institutional Support of and Protection for Undocumented Students at CSUN – CSUN Faculty Senate Resolution**

Director Ruelas-Bischoff discussed the *Institutional Support of and Protection for Undocumented Students at CSUN* resolution from the Faculty Senate. She noted that the campus has been engaged in several discussions focused on responding proactively to the national rhetoric and policy concerns under the current administration. The resolution that was passed by the Faculty Senate refocuses on the faculty perspective and how the campus, as a whole, can support undocumented students. Some examples within the document are as follows:

- Increased support for the Dream Center.
- Increased support for scholarship funds that support undocumented students.
- Privacy and steps that should be taken in response to requests for information regarding the immigration status of CSUN students and community members.

Director Ruelas-Bischoff stated that the overall interest of campus leadership is to examine what additional steps should be taken to be proactive in responding to the national climate on immigration in support of students. Several members of the campus community have been meeting regularly with campus leadership to discuss these immigration reform policy issues and how to increase support for the needs of undocumented students.

Several members of the Board expressed their excitement for the Faculty Senate Resolution and stated the importance of students being supported by the faculty and staff. There was also enthusiasm for discussions about the Dream Center gaining more attention and financial assistance to continue its programs and services to students. Questions were raised as to how the campus would handle requests for cooperation from the U.S. Immigration and Customs Enforcement Agency (ICE) in identifying the immigrant status of students. There also were concerns about how the campus would protect students' privacy and comply with privacy laws and immigration laws, and how the campus could prepare for the backlash in refusing to provide specific student information also was questioned. The campus and the system-wide chancellor's office is working to address these concerns, several of which have also been outlined by our campus president and can be found on her website. The campus will continue to work through the potential situations and the consequences that could arise and examining how to support students through these processes. Many of the members thanked the Faculty Senate and the campus for recognizing the need to address the issues and support undocumented students.

### **C. USU Expansion Project SWOT Analysis**

Director Hammond addressed some concerns that were discussed in meetings regarding the USU Expansion/Renovation Project and the Cross Cultural Center project. The difficulty in getting students to attend the Cross Cultural Center meetings because of competing priorities and the Board of Trustees passing the tuition fee increase that is likely to be implemented were among the concerns discussed. In addition, the outside consultants, Brailsford & Dunlavey (B&D), who also consult with other campuses, announced that California State University, Fresno recently lost its referendum. Hammond discussed the need to pay attention to these issues and devise a plan to move forward at a different pace than was originally anticipated. A SWOT analysis was suggested to identify the Strengths, Weaknesses, Opportunities, and Threats:

Strengths – controllable advantages, what is golden about our organization?

Weaknesses – controllable disadvantages, what looks rusty inside our organization?

Opportunities – favorable circumstances, where is the blue sky in our environment?

Threats – uncontrolled obstacles, where are the red alerts in our environment?

Director Hammond stated that she had begun the analysis with her own input and would like the input of the Management Team and the BOD as well. She invited some Management Team members and staff to lead three groups of Board members and discuss the potential SWOTs in relation to the USU expansion project. Some of the input from the three groups were as follows:

#### **Strengths**

- Diverse campus with inclusivity
- Success of existing centers
- The need for space
- A history of doing things well and knowing the students
- Knowledge of students and their financial need
- Flexibility and adaptability
- USU's large student employee population
- Recognition and celebration of students

#### **Weaknesses**

- Fee increase

- Financial aid misunderstandings
- Harder to sell than the Student Recreation Center (SRC)
- Student's might not know the detailed breakdown of fees
- All students will be impacted, not only the marginalized

#### Opportunities

- Completing the project in phases
- Connecting with student initiatives
- Marketing across campus centers
- The history of demographics of voters in elections
- Clear up misunderstandings of what financial aid would cover
- Use CSUF's referendum failure as an opportunity
- Educate students about the fees
- The national demand for more cross cultural centers
- Build faculty and staff knowledge
- Increase student engagement

#### Threats

- State of the economy
- Increase cost of construction
- Decreased student enrollment figures
- Impaction zones
- Trump Administration impacts

Director Hammond stated that the input collected from the BOD and the Management Team will be compiled to reflect the ideas of the USU. She announced that participants of the Cross Cultural Center Retreat to be held on April 28 also would be adding input to the SWOT analysis. Students and staff attending the four-hour retreat will be able to discuss in more detail the Cross Cultural Center's vision and mission, and clearly define its purpose and goals related to social justice. She thanked the Board for participating in providing feedback and input to the SWOT analysis and for contributing their ideas. The complete document will be discussed at a future meeting.

## **XII. Announcements**

- Chair Raubenheimer reminded the Board that voting for the BOD elections will take place from 8:00 a.m. April 12 through 6:00 p.m. April 13 both online and on campus. She also will be passing out flyers for upcoming USU events.
- Director Odinlo thanked everyone who took the time to make cards for terminally ill children.
- Director Ramirez announced she is running for Associated Students President, and Director Benkovic and Vice Chair Stewart are running for other Associated Students positions, and asked the Board members to please vote.
- Director Murtuza announced that she is running for the Board after her one-year term, and please vote.
- Director Sherrill congratulated Vice Chair Stewart for his performance in the musical *In the Heights* and said all the talent blew him away.
- Director Ashford announced that Honors Convocation will be held on May 13 and that the Arts, Media and Communication Department Graduation will be held on May 19. She also announced the passing of her dog and said she has a large bag of leftover dog food to donate to anyone who needs it. She also announced that she is running to be on the BOD again, so please vote for her.
- Director Ruelas-Bischoff stated that it is the first time that Honors Convocation will be held separately from the other ceremonies and that the last day to purchase tickets for graduation is on April 14. She also announced the first CalFresh Outreach event on April 11, which will assist qualifying students to apply for food benefits.
- Director Gammage said the Black Graduation will be held on May 14 and that participants can apply now.

## **XIV. Adjournment**

The meeting was adjourned by Chair Raubenheimer at 2:28 p.m.



Respectfully submitted by,

Jennifer Kim,  
Executive Administrative Analyst

On behalf of:  
Debra L. Hammond,  
Executive Director