

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
JANUARY 22, 2024 – GRAND SALON
MINUTES**

Chair Zesati led the BOD and meeting attendees through the USU Land Acknowledgment.

I. Call to Order

The regular meeting of the USU Board of Directors was called to order at 12:37 p.m. by Chair Zesati.

II. Roll Call

Present	Absent	Staff	Guests
Dr. Megan Bell*	Angelina Armenta	Alejandra Aparicio	Alexandra Martinez
Angelina Collins	Dr. Mirna Sawyer	Ryan Hairapetian	Santiago Lopez
Mishell De Leon*		Jeremy Hamlett	Matthew Mateo
Ashley Godinez		Joe Illuminate	Ouanessa Nana
Paige Hajiloo		Natalie Johnson	Emma Rodriguez
Debra Hammond		Sharon Kinard	Yvonne Yao
Daniel Lopez		Samantha Liu	
Joaquin Macias*		Audrey Martinez	
Marilyn Orantes		Caroline Ponce	
Sankalp Pala		Shelley Sakoda	
Nawshin Sabah		Tim Rasmussen	
Dr. Freddie Sanchez		Ruth Vasquez	
Dr. Winterhalter		Steven Wein	
German Wong		Malahat Zhobin	
Jasmin Zesati			

* TEAMS video participant

Director Macias left at 12:40 p.m.

III. Approval of Agenda

M/S/P (G. Wong/ M. Orantes) Motion to approve the agenda for January 22, 2024.

Motion passed 12-0-0.

IV. Approval of Minutes 12/04/2023

M/S/P (M. Orantes/ A. Godinez) Motion to approve the minutes for December 4, 2023.

Motion passed 12-0-0.

V. Open Forum

CSUN student Santiago Lopez took a moment to share his appreciation for the parking pass he received through the USU Transportation Assistance Program.

VI. Chair's Report

Chair Zesati shared how incredibly honored and thankful she is to be Chair of the Board. She is very excited to have a productive semester like the Board did last year. She aims to focus on the BOD goals and ensure Board members stay connected as they move through the semester. During the winter, Chair Zesati and Vice Chair Lopez met with Assistant Director of Programs and

Leadership, Audrey Martinez and with Executive Director Hammond to prepare for a smooth spring semester. She shared how they were given the opportunity to kick-off SUMMIT, the USU's bi-annual student assistant employee development program. At SUMMIT, Chair Zesati and Vice Chair Lopez shared information about the role of Board of Directors and various committees. She enjoyed seeing all the students making connections and engaging with others. It was her first year attending SUMMIT and she was amazed at how smoothly it ran. She gave a special highlight to Director Sawyer for putting together a workshop, "Introduction to Mindfulness: Bringing Awareness to our Mind and Body," allowing attendees to focus on stress relief and its importance to our wellbeing. Chair Zesati is excited and looking forward to seeing what the Board can do and achieve this semester.

Following her report, Chari Zesati took a moment to recognize former Chair of the Board, Daniel Moreno, who attended the meeting. Former Chair Moreno took to the podium to share his gratitude and well wishes for the BOD. Chair Zesati presented him with the BOD plaque as a token of appreciation for his service and dedication to BOD and USU during his fall 2023 tenure.

VII. Vice Chair's Report

Vice Chair Lopez shared his excitement for the Spring semester and is honored to be Vice Chair. He shared that over the month of December, he and Chair Zesati have met with several folks to prepare for the semester. He shared how attending SUMMIT was a great opportunity to connect with student assistant employees and share the updates pertaining to the Basic Needs Suite and highlighted the Marketing Department's efforts to gather feedback and ideas. He also thanked Director Sawyer for her dedication to USU and the professional development of student employees through her SUMMIT workshop regarding wellness. Vice Chair Lopez shared positive feedback he has received from students who received parking passes through the Transportation Assistance Program. He hopes this is something that the board can continue to support. He looks forward to the spring semester and appreciates everyone's hard work.

VIII. Executive Director's Report

Before she gave her report, Director Hammond took a moment to have Director Pala, the Co-Chair of Facilities and Operations, reintroduce himself as he returns from his leave of absence in the fall 2023 semester.

Director Hammond shared that there have been a lot of personnel changes over the last month within the USU. More specifically, there have been a couple of resignations including: Daniela Barcenas, Manager of DREAM Center; Mayra Plascencia, Manager of Veteran's Resource Center; Whitney Workman, Manager of Pride Center; and Kyle Hufnagel, Marketing Copywriter. Recruitments are on-going and there are three new resource center managers joining at the same time. She wanted everyone to be aware of these staffing changes and communicate if any questions or concerns arise and need to be addressed. New staff members have joined the USU: Briana Walden, Multimedia Support Coordinator; Jennifer Sanchez, Marketing Support Assistant; and Karen Castillo, DREAM Center Operations Supervisor. There continues to be several on-going searches for staff positions at the USU and more updates will be shared as they become available. Director Hammond talked about SUMMIT, which she thought went well, and is awaiting evaluations from students. The program was a success with over 300 student assistant employees in attendance. The following Friday, January 19 was the Graduate Preparation Seminar (GPS) which had about 50 students in attendance. There were several workshops related to using your strengths, resume development, salary negotiation, and many other topics to help prepare seniors prior to graduation. Many employers within the community prefer to hire a CSUN student compared to graduates from the likes of USC or UCLA. A program like GPS helps teach our CSUN students practical skills which make a difference personally and professionally.

There were many programs that took place in December which are included in the XD Report packet.

IX. A.S. Report

President Hajiloo welcomed everyone back from the winter break. She shared that A.S. will host a Welcome Week event the week of February 5. Prior to Welcome Week, information stations will be available around campus to help students, faculty, and staff navigate campus. A.S. is currently searching for a candidate to fill the Executive Director position due to Patrick Bailey's upcoming retirement. This past weekend she attended the "SLO for CSU" where assembly bills affecting general education requirements were discussed. A.S. President Hajiloo is working on resolution addressing the impacts of the assembly bill and will provide more information later. She reminded everyone that classes are canceled this week due to the strike and hoped that everyone has the correct information and knowledge about it. If anyone has any questions, they can reach out to her, the A.S. office or social media page for inquiries. CSUN A.S. will be publishing a frequently asked questions (FAQ) list on their page in response to the common questions students have been asking regarding the strike. She thanked everyone for being in attendance and shared her excitement for the Spring semester.

Director Macias joined at 12:56 p.m.
A.S. President Hajiloo left at 12:58 p.m.

X. Committee Reports

A. Diversity & Inclusion

Director Sabah shared that she is excited for the spring semester and what it has to offer. The Diversity and Inclusion Committee held their last meeting for the fall semester on December 15. They were able to finalize their committee goals, and everyone is very pleased. The D&I committee's goals are:

1. Develop and implement strategies to visibly represent the Fernandño Tataviam Band of Mission Indians, in support of the USU's commitment to honoring and strengthening our relationship with the Tribe.

2. Enhance student awareness and understanding of the University Student Union Justice, Equity, Diversity, and Inclusion (J.E.D.I.) resources to promote a more inclusive and equitable campus environment.

They are very excited to start working on their goals with committee members.

B. Facilities & Operations

Director Collins welcomed everyone back for the spring semester. She has assumed the Chair position for the Facilities & Operations Committee, and they are working as a committee to gather availability for the semester. She wanted to thank Associate Director, Operations and Services Samantha Liu, Acting Co-Director, Student Recreation Center Jeremy Hamlett, and Vice Chair Lopez for assisting her in preparing for the semester.

C. Finance

Director Orantes shared there was no new update or report from the Finance Committee at this time. She hopes everyone had a great winter break and has a great start to the semester.

D. Personnel

Director Wong wished everyone a happy first day of their semester. The Personnel Committee held their second meeting on December 13, 2023, but were one person shy of meeting quorum. He shared that a new member has joined the committee, Jose Malta, who has previously served on the Personnel Committee. Lastly, Director Wong is working on gathering everyone's availability to set up their spring semester meetings.

E. Retirement

Vice Chair Lopez shared there was nothing to report. He will be working with Associate Director of Accounting and Finance, Joe Illuminate and Director Orantes and hope to meet sometime in late February or early March.

XI. Action Items

A. Audit Committee Student Representative Appointment

M/S/P (G. Wong/A. Godinez). Motion to approve Yvonne Yao as Student Member of the Audit Committee.

Following the recommendation of Associate Director of Accounting and Finance, Joe Illuminate, Former Chair Moreno, Chair Zesati, and Assistant Director of Programs and Leadership, Audrey Martinez conducted an interview with Yvonne Yao, and all felt that this candidate would excel in this appointment if given the opportunity.

Yvonne Yao gave a statement to the Board of Directors and fielded questions.

Motion passed 13-0-0.

XII. Discussion Item

A. Executive Session – Personnel

M/S/P (A. Godinez/M. Orantes). Motion to enter Executive Session action item.

Motion passed 13-0-0

The Board of Directors entered the closed executive session at 1:07 p.m.

Director De Leon left at 1:12 p.m.

Director De Leon returned at 1:20 p.m.

M/S/P (M. Orantes/A. Godinez). Motion to exit Executive Session action item.

Motion passed 13-0-0

The Board of Directors exited the closed executive session at 1:29 p.m.

XIII. Announcements

Vice Chair Lopez reminded the Directors to please submit their Committee Reports in a timely manner. He invited the Board and Committee Members to participate in tabling at the Cultural Welcomes taking place in February. Lastly, in an effort to increase visibility for the BOD Instagram page, Vice Chair Lopez and Chair Zesati created a post encouraging students to attend the BOD meeting and invited others to join in. He will be working with Marketing Manager, Steven Wein and Interim Marketing Coordinator, Malahat Zhobin to create deadlines to meet and create content.

Assistant Director, Programs and Leadership Audrey Martinez reminded the Board of Directors to complete the USU BOD JEDI Retreat Assessment to gather feedback. She reminded the BOD that there would be headshots and a group photo taken following the meeting and asked the directors to stay after the meeting.

XIV. Adjournment

Board Chair Zesati adjourned the meeting at 1:34 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director