

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
JANUARY 23, 2023 – GRAND SALON
MINUTES**

I. Call to Order

The regular meeting of the USU Board of Directors was called to order at 12:34 p.m. by Chair Gisselle Olmedo-Torres.

II. Roll Call

Present	Absent	Staff	Guests
Christopher Aldana	Debra Hammond	Alejandra Aparicio	N/A
Melissa Baghoumian	Dr. Edith Winterhalter	Amanda Christianson	
Mishell De Leon		Jeremy Hamlett	
Nikki Garcia		Emery Hernandez*	
Christian Lipton		Tari Hunter	
Daniel Moreno		Joe Illuminate*	
Michael Tejax		Sharon Kinard	
Gisselle Olmedo-Torres		Audrey Martinez	
Benjamin Plotkin		Kristen Pichler	
Sankalp Pala		Tim Rasmussen	
Dr. Freddie Sanchez		Erik Rebolledo	
Dr. Mirna Sawyer		Shelley Sakoda	
Isela Vidauri		Jennifer Sanchez	
		Steven Wein	

* TEAMS video participant

III. Approval of Agenda

M/S/P (C.Aldana / N.Garcia) Motion to approve the agenda for January 23, 2023.

Motion passed 11-0-0.

IV. Approval of Minutes 12/5/2022

M/S/P (B. Plotkin / C. Lipton) Motion to approve the agenda for January 23, 2023.

Motion passed 11-0-0.

V. Open Forum

No discussion.

VI. BOD Mid-Year Report

Chair Olmedo-Torres and Vice Chair Lipton presented the Board with its mid-year report and reported the following accomplishments:

1. All scheduled BOD meetings, but one, and a special meeting was held in the fall semester.
2. The Board started the fall with the establishment of BOD committees.
3. 3 BOD goals were established which include:

4. In order to provide more visibility for the BOD, the Board met with 4 USU departments and joined their department meetings to meet USU students and staff, and share the work the BOD is doing.

They also reported the following recommendations for the Spring semester:

1. Next steps for the New Heart of Campus project.
2. Creation of more accessible grants for students through scholarships.

VII. Executive Director's Report

Director Hammond was unable to attend due to a blown flat tire on the way to campus. Attendees were encouraged to review the Executive Director's report on pages 9-17 of the BOD packet.

VIII. A.S. Report

The Associated Student (A.S.) representative Michael Tejax shared that the first A.S. Senate Meeting of the spring semester took place on Monday, January 23rd. A.S. President Moshtael will be attending the Cal State Student Association (CSSA) in-person meeting from January 28-29 in San Jose, California to learn about updates for CSU policies and procedures.

IX. Mid-Year Reports

B. Diversity & Inclusion

Director De Leon presented its mid-year report and reported the following accomplishments:

1. The committee held two meetings in the fall semester.
2. The committee recruited and determined Director Vidauri as the Vice Chair for the year.
3. A Diversity Equity and Inclusion student representative was selected for the USU Internal DEI Work Team.
4. The committee established 3 goals for the year.

De Leon reported the following recommendations:

1. Begin committee member recruitment in the summer to allow for more time and establishment of the BOD committees in the fall semester.

B. Facilities & Operations

Director Aldana presented its mid-year report and reported the following accomplishments:

1. The committee held 2 meetings in the fall semester.
2. The committee conducted tours of the USU facilities and premises and reviewed the CSUN Heart of Campus and Basic Needs Suite project.
3. Established their committee goals and meetings for the spring semester.

Aldana reported the following recommendations:

1. Determine the new change in direction for the New Heart of Campus Project from the 2019 referendum and the Basic Needs Suite.

C. Finance

Director Baghoumian presented its mid-year report and reported the following accomplishments:

1. The committee held 6 meetings in the fall semester.
2. The committee established goals focusing on the long-term financial plan for the New Heart of Campus, review and revision of procurement and policy to incorporate Justice, Equity, Diversity, and Inclusion (JEDI), and review and update for the Fixed Asset Policy.

3. Several policies were discussed and reviewed in the fall semester.

Baghoumian reported the following recommendations:

1. The committee held a team bonding event and recommended continuing this practice to keep members engaged.
2. Consider best meeting options, whether in person or via zoom to meet quorum.

D. Personnel

Director Moreno presented its mid-year report and reported the following updates:

1. The Personnel Committee was unable to hold any of its committee meetings in the fall semester.
2. The committee established goals including review and updates to any policies brought forward to the Personnel Committee and to serve on recruitment and interview panels for the USU.

Moreno reported the following recommendations:

3. The Personnel Committee lost 3 committee members by the end of the fall semester and will need to recruit accordingly for the spring semester.
4. Due to conflicting schedules among members, the committee might need to conduct Zoom meetings as the format for their meetings.

E. Retirement Plan

Vice Chair Lipton presented the mid-year report and reported the following accomplishments:

1. The committee held 2 meetings in the fall semester.
2. The committee established its goals to continue focus on the funding of the Retirement Health Benefits Plan (RHBP).

Lipton reported the following recommendations:

3. The Retirement Committee could create a general training for USU employees with regard to the Retirement Health Benefits Plan (RHBP).
4. The committee should continue to host 2-3 meetings per semester.

X. Action Items

A. 2022-23 First Quarter (3&9) Budget Report

Motion out of the Finance Committee to approve the 2022-23 First Quarter (3&9) Budget Report as presented.

Director Baghoumian presented the USU first financial summary for the three-month period ending September 30, 2022, where she detailed the period's Revenues and Expenditures. Director Baghoumian also presented the review of the Statement of Changes in Financial Position, Investment Summary, Unallocated Reserves, Designated Reserves, Capital Outlay, Foundation Account Balances, and Work Study.

Associate Director for Accounting and Finance, Joe Illuminate was present via TEAMS for the report. There were no questions posed for Director Baghoumian and the Finance Committee.

Vice Chair Lipton took a personal privilege and left at 12:54 p.m. and returned at 12:59 p.m.

Director Sanchez took a personal privilege and left at 12:58 p.m. and returned at 12:59 p.m.

Motion passed 11-0-0.

XI. Announcements

A. Dr. Sanchez shared that the CSU Chancellor's Office is conducting 3 forums to collect feedback for the upcoming CSU Chancellor search. Dr. Watkins is part of the search committee. Forums will be held on:

- February 7th from 12-2 p.m. in-person at the CSU Chancellor's Office
- February 8th in Bakersfield
- February 9th at San Francisco State University

B. Director Plotkin reminded attendees of the newly launched digital MataCard. The MataCard can be downloaded via the app and will require authentication. The MataCard consolidates campus services including meal plans, digital identification card, and more.

C. Chair Olmedo-Torres thanked everyone for sharing their mid-year reports. She looks forward to a lively spring semester and encouraged everyone to sit-in and support each other at meetings. In honor of welcoming everyone back to the spring semester, She and Vice Chair Lipton wanted welcome everyone with some candy and greeting cards to enjoy. She ended the meeting by wishing everyone happiness, joy, and positivity.

XII. Adjournment

Chair Olmedo-Torres adjourned the meeting at 1:11 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director