

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
APRIL 11, 2022
ZOOM VIDEO CONFERENCE
[HTTPS://CSUN.ZOOM.US/MY/SPRING2022BODMEETINGS](https://csun.zoom.us/my/spring2022bodmeetings)
MINUTES**

This meeting was facilitated through an online Zoom format, consistent with the Governor’s Executive Order N25-20, suspending certain open meeting law restrictions.

I. Call to Order

The regular meeting of the USU Board of Directors was called to order at 12:33 p.m. by Chair Jacob Akopnik.

II. Roll Call

Present	Absent	Staff	Guests
Jacob Akopnik*	Bryant Garcia	Christine Aroutounians*	Erik Saucedo*
Dr. Carroll Brown* (Arrived at 12:38 p.m.)	Kaitlyn Orozco	Amanda Christianson*	
Mishell De Leon*		Jeremy Hamlett*	
Ayana Galves*		Kyle Hufnagel*	
Debra Hammond*		Joe Illuminate*	
Robert Jacome*		Ayan Jama*	
Christian Lipton*		Sharon Kinard*	
Gisselle Olmedo Torres*		Kaila Lavin*	
Fredy Perez*		Samantha Liu*	
Benjamin Plotkin*		Cindy Lucio*	
Charlie Rodriguez-Salazar*		Audrey Martinez*	
Dr. Shelley Ruelas-Bischoff* (Arrived at 12:40 p.m.)		Kristen Pichler*	
Dr. Edith Winterhalter*		Shelley Sakoda*	
Ana Zapata* (Arrived at 12:34 p.m.)		Theresa Samora*	
Dr. Tadeh Zirakian*		Dr. Freddie Sanchez*	
		Demetrius Scott*	
		Steven Wein*	

* Zoom video participant

III. Approval of Agenda

M/S/P (G. Olmedo Torres / C. Rodriguez Salazar) Motion to approve the agenda for April 11, 2022.

Motion passed 11-0-0.

IV. Approval of Minutes 04/11/2022

M/S/P (C. Lipton / A. Galves) Motion to approve the minutes of March 07, 2022.

Motion passed 11-0-0.

V. Open Forum

Association of College Unions International (ACUI) attendees Erik Saucedo and Samantha Liu addressed the board to thank them for the opportunity to attend ACUI.

VI. Chair's Report

Chair Akopnik noted that ACUI was a great opportunity for Vice Chair Olmedo Torres and himself to attend. He congratulated Dr. Freddie Sanchez for his new appointment as the Interim Assistant Vice President of Student Affairs, Equity & Inclusion. Akopnik reminded students to vote in the USU Spring '22 elections that began on April 11.

VIII. Vice Chair's Report

Vice Chair Olmedo Torres echoed Chair Akopnik for the great experience she had at ACUI. She noted that the BOD Instagram page launched its first video, and she encouraged others to spread the news about the vote in order to obtain greater engagement.

IX. Executive Director's Report

Director Hammond informed the Board that the number of personnel changes continued to fluctuate. She congratulated the USU Marketing department for the multiple awards received at ACUI. Hammond reported that on-campus engagement numbers across the different programs continued to rise. Lastly, Hammond received the Legacy Leader Award at the 2022 ACUI Annual Conference. This award recognizes individuals who have served as leaders within the college union profession and have worked to advance campus community building.

X. A.S. Report

No discussion.

XI. Committee Reports

A. Diversity & Inclusion

Director Jacome said the committee continued the discussion about its goals and project. The committee hopes to bring a wider land acknowledgement to the board at a future meeting.

B. Facilities & Operations

Director Lipton reported that the committee is working on the USU space request draft for the upcoming renovation project. It is also looking at ways to improve the committee next year.

C. Finance

Director Rodriguez Salazar said the committee was busy focusing on various items to be presented to the Board later today. Items included the Second Quarter Budget Report, Hospitality Policy revisions, and the Major Repair and Replacement Fund Allocations and Deallocations.

D. Personnel

Director Zapata said the committee had members of the USU Human Resources department attend its meeting to elaborate about how the department implements personnel policies as well as how they contribute to the preparation of the Personnel Committee meetings.

E. Retirement Plan

Vice Chair Olmedo Torres said the committee is determining the date for its last committee meeting of the semester.

XIII. Action Items

A. Heart of Campus Additional Funding Allocation

Motion out of the Finance Committee to approve the allocation of an additional \$333,762 for the East Conference Center Renovation Project. The amount would be offset by a deallocation of \$449,092 for the projects outlined below.

Director Rodriguez Salazar explained that the USU periodically deallocates funds in the Major Repair & Replacement fund for approved projects where the total funding has not been utilized. These de-allocated funds can then be reallocated to projects where the projected costs have increased such as East Conference Center Renovation or to projects that will be approved in the future.

Below are the allocations and deallocations proposed:

Major R&R Project Name	Amount	Allocation/ Deallocation
East Conference Center (ECC) Renovation (Various Sightlines Projects)	\$333,762	Allocate
East Conference Center (ECC) Meeting Room Chair Purchase	\$341,234	Deallocate
Student Recreation Center (SRC) Turnstiles Replacement	\$35,374	Deallocate
All-In-One Desktop	\$34,939	Deallocate
Laptop Replacement	\$2,164	Deallocate
Server Host Replacement (USU-Wide)	\$(7,489)	Deallocate
VMware vSphere/vCenter Virtual Server	\$(31,639)	Deallocate
Server Host Addition for VDI (Computer Lab)	\$18,831	Deallocate
Aruba Wireless Access Points	\$(489)	Deallocate
Alcatel Lucent Network Switch Replacement	\$4,617	Deallocate
SRC Locker Room Bench Replacement	\$50,750	Deallocate
SRC Locker Room Epoxy Floor Replacement	\$800	Deallocate

It was noted that the USU had just received the actual budget projections with all costs – including the soft costs so it is expected that an additional allocation will be needed from the Repair & Replacement Fund. Because time is of the essence, a special meeting will be held to consider this issue.

Director Lipton left at 1:30 p.m.

Motion passed 11-0-0.

B. Hospitality Policy

Motion out of the Finance Committee to approve the revisions to the Hospitality Policy as presented.

Director Rodriguez Salazar explained that the current Hospitality Policy needs a revision to update the definition of "Continuous Service" and add language, authorizing the Executive Director to make limited exceptions to the policy in order to provide consistency with the same language in other fiscal policies.

Motion passed 12-0-0.

C. Student Assistant Classification & Wage Schedule (Updated Schedule)

Motion out of the Personnel Committee to approve the updated Student Assistant Classification & Wage Schedule effective June 26, 2022.

Associate Director for Human Resources and Professional Development Kristen Pichler explained that the City of Los Angeles has implemented a minimum wage increase to \$16.04 effective July 1, 2022. Staff has updated the Student Assistant Classification & Wage Schedule to reflect this increase and modified the effective date to June 26, 2022 which is the first day of the pay period covering July 1, 2022.

Motion passed 12-0-0.

D. Qualifications & Compensation Schedule for Group Exercise & Specialty Instructors (Updated Schedule)

Motion out of the Personnel Committee to approve the Fitness & Wellness Qualifications & Compensation Schedule effective June 26, 2022.

Associate Director for Human Resources and Professional Development Kristen Pichler explained that a review of the qualifications and compensation for the non-student (casual) Group Exercise Instructor and Specialty Instructor positions has revealed some inequities that warrant correction. The new 5-Tier Wage Schedule addresses those concerns.

Motion passed 12-0-0.

E. Telecommute Policy (New Policy)

Motion out of the Personnel Committee to approve the Telecommute Policy.

Associate Director for Human Resources and Professional Development explained that the USU is recommending a new policy based on CSUN Policy No: 520-85P, effective 12/01/00. She noted that other CSUN auxiliaries (i.e. Associated Students) have recently established a similar policy.

Director Brown left at 1:43 p.m.

Motion passed 10-1-0.

F. Format for Board of Directors May 2022 Meeting

M/S/P (G. Olmedo Torres / A. Zapata) Motion to approve in-person as the format for the May 09, 2022 Board of Directors meeting.

Associate Director of Administration and Communications Sharon Kinard explained that on November 10, 2021, Governor Gavin Newsom signed Assembly Bill (AB) 361, amending the Ralph M. Brown Act to allow local agencies to continue conducting public meetings remotely during a state of emergency, so long as certain requirements are met. On Jan. 5, 2022, Gov. Newsom extended the option for state agencies to continue to meet via teleconferencing through

April 1, 2022 as a step to protect the public, due to the fast-spreading Omicron variant (Executive Order N-1-22).

To continue to rely on the relaxed teleconferencing provisions, the local agency (USU Board of Directors) must reconsider two (2) circumstances and make the following findings by majority vote, **every 30 days**:

1. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
2. State or local officials continue to impose or recommend measures to promote social distancing.

Board members discussed which format they preferred for the May 09, 2022 meeting and concluded that the impact of the current state of emergency will allow the meeting to be held in person.

Motion passed 8-2-1.

XIV. Discussion Items

A. Year-End Celebration Awards

Associate Director for Human Resources and Professional Development Kristen Pichler explained the procedure for voting on the recipient of the Aida C. Salazar Award and the Committee Member of the Year Award.

M/S/P (G. Olmedo Torres / C. Rodriguez Salazar) motion to take a five-minute recess to gather their nominations.

Director Lipton returned at 2:06 p.m.

Motion passed 12-0-0.

The nominations for the Aida C. Salazar Awards were:

- Daniel Lopez (DEI Involvement with A.S. and USU)
- Emery Hernandez (BOD Coordinator)
- Dr. Paulette Theresa-Schechtel, Dr. Julie Pearce & Dr. Freddie Sanchez (Healing Spaces)
- Community Kitchen Team (Dr. Nellie Duran, Dr. Mirna Sawyer and Professor Kristin King)

Voting was conducted via secret ballot. The Aida C. Salazar Award recipient will be announced at the Year-End Celebration on May 6, 2022.

The nominations for the Committee Member of the Year were:

- Maygin McEwen (D&I)
- Daniel Moreno (F&O)
- Alex Garza (Personnel)

Voting was conducted via secret ballot. The Committee Member of the Year Award recipient will be announced at the Year-End Celebration on May 6, 2022.

Director Zirakian, Director Winterhalter, Director Lipton and Director Plotkin left at 2:30 p.m.

XV. Announcements

A. Chair Akopnik encouraged everyone to vote during the A.S. and USU Spring '22 elections!

XVI. Adjournment

Chair Akopnik adjourned the meeting at 2:34 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director