

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
BOARD OF DIRECTORS  
JULY 19, 2021  
ZOOM VIDEO CONFERENCE  
[HTTPS://CSUN.ZOOM.US/MY/SUMMFALL2021BODMEETINGS](https://csun.zoom.us/my/summfall2021bodmeetings)  
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 Albert Martinez.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff</b>	<b>Guests</b>
Jacob Akopnik*	Dr. Carroll Brown	Richard Cardona*	Matt Bohannon*
Ayana Galves*	Dr. Shelley Ruelas-Bischoff	Jeremy Hamlett*	
Bryant Garcia*		Kyle Hufnagel*	
Jasmine Guerrero*		Joe Illuminate*	
Debra Hammond*		Jennifer Kim*	
Robert Jacome*		Sharon Kinard*	
Albert Martinez*		Kaila Lavin*	
Gisselle Olmedo Torres*		Samantha Liu*	
Kaitlyn Orozco*		Cindy Lucio*	
Karina Perez*		Jonathan Navarro*	
Benjamin Plotkin*		Kristen Pichler*	
Charlie Rodriguez-Salazar*		Tim Rasmussen*	
Dr. Edith Winterhalter*		Shelley Sakoda*	
Dr. Tadeh Zirakian*		Dr. Freddie Sanchez*	

\* Zoom video participant

**III. Approval of Agenda**

M/S/P (J. Guerrero / G. Olmedo Torres) Motion to approve the agenda for July 19, 2021.

***Motion passed 13-0-0.***

**IV. Approval of Minutes 06/03/2021**

M/S/P (A. Galves / B. Plotkin) Motion to approve the minutes for June 03, 2021.

***Motion passed 13-0-0.***

**V. Approval of Minutes 06/07/2021**

M/S/P (B. Garcia / J. Akopnik) Motion to approve the minutes for June 07, 2021.

***Motion passed 13-0-0.***

**VI. Open Forum**

No discussion.

**VII. Chair Report**

Chair Martinez congratulated the newly elected directors and welcomed the returning directors. He thanked them for their commitment to serve the students during such a critical and important time. He said that he and Vice Chair Akopnik had begun their biweekly meetings with Executive Director Hammond. In addition, the strategic planning meetings with the Associate Director for Administration and Communications Sharon Kinard and Administrative Support Coordinator Emery Hernandez also had begun regarding plans for the upcoming year. With the committee chair and co-chair appointments finalized, Chair Martinez congratulated the appointees on their new roles and said he is sure that everyone will have a great year!

**VIII. Vice Chair Report**

Vice Chair Akopnik thanked the board for giving him the opportunity to fulfill the vice chair role. He said initial meetings with Executive Director Hammond, Associate Director for Administration and Communications Sharon Kinard and Administrative Support Coordinator Emery Hernandez were exciting. Akopnik said both he and Chair Martinez have access to their office and invited anyone interested in meeting one on one to please let either one of them know. Akopnik congratulated Chair of Diversity & Inclusion Robert Jacome, Co-Chair of Diversity & Inclusion Ayana Galves, Chair of Facilities & Operations Christian Lipton, Co-Chair of Facilities & Operations Jassmine Guerrero, Chair of Finance Karina Perez, Co-Chair of Finance Charlie Rodriguez Salazar, Chair of Personnel Gisselle Olmedo Torres and Co-Chair of Personnel Bryant Garcia for their new roles. He said Director Olmedo Torres also will be serving as the student representative on the Retirement Plan Committee. Akopnik said he is excited for their new journeys!

**IX. Executive Director's Report**

Director Hammond reported that Assessment and Special Initiatives Coordinator Kingson Leung had separated employment effective July 5, 2021. Sunny Days Camp was approved to operate for eight weeks at a reduced capacity of 75 campers and that the program was sold out. The Pride Center was recognized by Councilmember John Lee of the 12<sup>th</sup> District for its work to "support the LGBTQ+ community and for the important role they play in helping to bring about positive change and combat prejudice and hate" through the San Fernando Valley during LGBTQ Heritage Month. The USU has begun to repopulate the union with most staff working one to two days in the office a week.

**X. A.S. Report**

Associated Students (A.S.) Vice President Orozco said that A.S. continued to interview and hire cabinet members for the upcoming year. She said officials also met with the Tactical Repopulation Team (TRT) to discuss repopulation efforts such as students completing waivers prior to coming onto campus and ways to reduce certain on-campus restrictions. As more information becomes available, Orozco said it will be shared in future reports. She invited those with questions to reach out to her for additional information.

**XI. Action Items**

**A. Oasis Membership & Facility Access Policy**

M/S/P (A. Galves / R. Jacome) Motion to update the language of the Oasis Membership & Facility Access Policy to reflect the use of the new CSUN Student Recreation Center Application.

Oasis Wellness Center Manager Richard Cardona said the Oasis is a controlled access facility. Previously, members would check into the Oasis by utilizing biometric readers, which analyzed the shape of the hand and length of the fingers. The biometric readers have since been replaced with a barcode reader, which is activated by the Student Recreation Center (SRC) application. This gives members a touch-free way to check in and the policy needs to reflect this change.

***Motion passed 13-0-0.***

**B. Assessment Assistant Position**

M/S/P (G. Olmedo Torres / A. Galves) Motion to approve the full-time Assessment Assistant position.

Associate Director for Administration & Communications Sharon Kinard said that the Assessment Assistant is a proposed new full-time position for the Department of Administration. The work has surpassed the capabilities of one full-time coordinator whose job it is to consult with departments, conduct focus groups, create survey instruments, create reports of findings, and make recommendations. And despite years of dedicated student assessment clerical support, the workload now requires that two (2) full-time staff members be assigned to assessment tasks. The Assessment Assistant would work under the direction of the Coordinator of Assessment to partner directly with department leaders to listen, educate and establish strategies for their assessment needs. To keep students engaged with learning assessment basics, clerical support would be shared among Administration's three remaining student assistant employees thus raising their exposure to and work with analyzing quantitative data.

***Motion passed 13-0-0.***

**XII. Discussion Items**

**A. USU Project Discussion**

Acting Assistant Director of Operations and Services Samantha Liu, Brailsford & Dunlavey Vice President Matt Bohannon and Executive Director Hammond facilitated a follow-up discussion about the New Heart of Campus project from the BOD Retreat. The board engaged in a conversation around various images pertaining to the project's different spaces, specifically the Basic Needs Suite (BNS) and provided feedback as to what students would like the space to look and feel like.

**B. USU BOD Goals – Brainstorming**

The BOD participated in an activity to determine its 2021-2022 goals using Padlet, a digital note board. Chair Martinez, Vice Chair Akopnik and Executive Director Hammond will compile final outcomes from among the Board's most recommended suggestions. Final goals for approval will be presented at a future BOD meeting.

*Director Lipton left at 2:31 p.m.*

*Director Guerrero left at 2:45 p.m.*

**XIII. Announcements**

**A.** Vice Chair Akopnik said he is this year's Camp Matador Coordinator. Camp Matador is a two-day, virtual experience where first-year students are placed in small groups to participate in a variety of activities to learn about themselves, create communities, and have fun as they begin their Matador journeys. Akopnik said registration had opened and that he highly recommends it for incoming students.

**XIV. Adjournment**

Chair Martinez adjourned the meeting at 2:48 p.m.

Respectfully submitted by,

Debra L. Hammond,  
Executive Director