

UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
SEPTEMBER 21, 2020
ZOOM VIDEO CONFERENCE
[HTTPS://CSUN.ZOOM.US/MY/SUMMFALL2020BODMEETINGS](https://csun.zoom.us/my/summfall2020BODMEETINGS)
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 12:32 p.m. by Chair Melanie Alvarez.

II. Roll Call

Present	Absent	Staff	Guests
Jacob Akopnik*	Dr. Ruelas-Bischoff	Jimmy Francis*	Monica Carrillo*
Stephanie Barboza*		Elias Gallegos*	Sharon Eichten*
Melanie Alvarez*		Angela Gattoni*	Michael Good*
Dr. Carroll Brown* <i>Arrived at 12:45 p.m.</i>		Jeremy Hamlett*	Lana Khanou*
Arrah Ebot Enaw*		Joe Illuminate*	Janet Oh*
Ryan Edwards*		Sharon Kinard*	Jackie Richman*
Ayana Galves*		Kaila Lavin*	
Jasmine Guerrero*		Kingson Leung*	
Debra Hammond*		Samantha Liu*	
H Landeros*		Cindy Lucio*	
Albert Martinez*		Jonathan Navarro*	
Yesenia Mateo*		Kristen Pichler*	
Gabriella Nguyen*		Dave Ross*	
Deion Turner*		Shelley Sakoda*	
Dr. Edith Winterhalter*		Dr. Freddie Sánchez*	
Dr. Tadeh Zirakian*		Steven Wein*	

* Zoom video participant

III. Approval of Agenda

M/S/P (J. Akopnik/ A. Ebot Enaw) Motion to approve agenda for September 21, 2020.

Motion passed 13-0-0.

IV. Approval of Meeting Minutes

M/S/P (A. Galves/ H. Landeros) Motion to approve minutes of the August 24, 2020 meeting.

Motion passed 13-0-0.

V. Open Forum

No discussion.

VI. Chair's Report

Chair Alvarez began by reminding everyone to continue to take care of themselves and reach out if they need any help or support. On August 28, she and Vice Chair Martinez participated in the “*Creating your Fall 2020 Experience*” webinar. Students in attendance were interested in the resources that CSUN has to offer. Chair Alvarez said that by being virtual, CSUN students will continue to have questions and she reminded directors to be liaisons for students who may have questions about the USU. Alvarez said continues to work with the CSUN as One Assessment workgroup to discuss efficient strategies to assess students’ needs during these unprecedented times. She encouraged those present to talk and listen to other students and report any findings. As student leaders, they must be sure that the voices of all CSUN students are heard. Lastly, she thanked the Chairs and Co-Chairs of the committees for completing their committee member interviews. She said that she is excited to see what each committee will accomplish this year.

VII. Vice Chair's Report

Vice Chair Martinez informed the BOD that on September 4, he Chair Alvarez, and Executive Director Debra Hammond, met with Project Rebound Coordinator Martha Escobar, EOP Director Shiva Parsa, and Assistant Director Jina Gonzalez to discuss the creation of a scholarship for Quentin Thomas, a CSUN student who lost his life while in custody of the L.A. County Sherriff’s Department. More information will be shared once it becomes available. Lastly, Martinez reiterated his wish that everyone is staying healthy and safe and to not hesitate to reach out to him for support.

VIII. Action Item A: 2019-20 Financial Audit Report (Time Certain 12:45 p.m.)

Motion out of the Audit Committee to accept the 2019-20 Financial Audit Report prepared by CohnReznick LLP.

Associate Director, Accounting & Finance Joe Illuminate stated that CohnReznick has been the USU’s audit firm for the past six years. He thanked CohnReznick for its patience and responsiveness through the completion of this year’s audit report during these unprecedented times. Illuminate also recognized the Accounting & Finance department, under the leadership of Accounting Manager Jonathan Navarro, for the completion of another successful audit. He asked Michael Good from CohnReznick to speak about the report. Good overviewed the report, summarizing that the USU received an unmodified opinion which is the best opinion that an audit firm can award its client. In addition, the audit resulted in no adverse findings or audit adjustments.

Motion passed 14-0-0.

IX. Executive Director's Report

Director Hammond congratulated DREAM Center Manager Daniela Barcenas and DREAM Center Supervisor Madison Villanueva for officially joining the USU after obtaining all of the required campus signatures for the incorporation of the DREAM Center. Hammond introduced Cindy Lucio who was hired as the Assessment Assistant. Lucio stated that she is grateful to be here. Lucio is a CSUN Alumni who earned a master’s degree in college counseling and student services. Hammond then congratulated Building Operations Coordinator Tim Rasmussen on becoming the 2020 Region I Coordinator for ACUI. Manager, Reservations & Operations Samantha Liu was elected as the Educational Programs Coordinator for Region I of ACUI. Lastly, Hammond encouraged everyone to look at and share the CSUN as One Student Life and Support website that has successfully launched.

X. A.S. Report

A.S. Vice President Turner informed the board that he met with Dr. Watkins and President Harrison and that the president asked Turner to share any issues pertaining to students having difficulty reaching university departments and he will relay the message directly to her. She wants to ensure that departments are following through with students during these times. A.S. has also announced Diplo as its virtual Big Show artist. The event will be free and more information will follow. Turner submitted a Finance Request for \$35,000 to open an Endowment for a Justice Scholarship. This is something that A.S. and the USU had

spoken about, and he got the green light today to submit a request for funds. Turner said that he is excited to get everything together and will be reaching out to the USU board chair, vice chair and executive director to work together on this initiative. Turner said he met with the provost earlier this month as was informed that an additional 300 laptops and an undisclosed number of hotspots had been purchased to continue to fill the demand for electronics from students during virtual instruction. Lastly, he ended with the following quote, *“Be Strong now, because things will get better. It might be stormy now, but it can’t rain forever!”*

XI. Committee Reports

A. Diversity & Inclusion

Chair Barboza said the Diversity & Inclusion Committee recognizes and acknowledges the Sesevitam, the first people of this ancestral and unceded territory of Sesevenga that is now occupied by our institution; and it honors their elders, past and present, and the Sesevitam descendants who are citizens of the Fernandeano Tataviam Band of Mission Indians. Barboza said all of their committee member interviews were successful. There were 24 applicants and eight of them were selected to become members of the Diversity & Inclusion Committee. The committee is composed of diverse individuals by race and ethnicity, majors, class standings, age, and social passions.

B. Facilities & Commercial Services

Chair Ebot Enaw said that the committee finalized its interviews. There were a lot of strong applicants and seven committee members were selected to serve. Co-Chair Edwards said the committee’s training would begin soon and that the committee is in the process of selecting its meeting dates for the Fall Semester.

C. Finance

Chair Akopnik said the committee had great interviews. He gave recognition to Co-Chair Jassmine Guerrero for conducting interviews while she was at work. Four people were selected as members. Akopnik said he and Guerrero are very happy with the committee and will be having their orientation this Friday.

D. Personnel

Chair Galves said the Personnel Committee has been working hard on committee interviews and choosing amazing applicants to serve on this committee. She said that four very determined students were selected to be a part of the committee. The team has been focusing on getting acquainted and comfortable with one another to ensure that they put in their best efforts for this committee.

E. Retirement

Vice Chair Martinez said that the first Retirement Plan Committee meeting was held on September 17. Meeting dates for the semester have yet to be set but he said that he is looking forward to working alongside Director Galves.

Director Hammond said she is impressed with the amazing work that the committees have done with the interviews and that she is happy to see everything they are accomplishing.

XII. Action Items

B. Audit Committee Code Revision

M/S/P (A. Galves / J. Akopnik) Motion to accept the revisions made to the Audit Committee Code.

Associate Director, Accounting & Finance Joe Illuminate, said the Audit Committee Code needed to be revised to specify in detail that USU employees, including students, are not eligible to serve on the Audit Committee. All voting members must be independent, according to the California Corporation Code and similar to CohnReznick, the USU’s Auditing Firm.

Motion passed 14-0-0.

C. Student Recreation Center (SRC) Memberships for California State University, Northridge (CSUN) Alumni Association Members

M/S/P (H. Landeros / R. Edwards) Motion to grandfather in SRC Alumni Association members currently in the SRC’s Member Management System who previously purchased an Alumni Association

membership and charge these individuals the regular Alumni membership rate. Discontinue the Alumni Association membership eligibility category for any new members, will be discontinued and the SRC would only offer memberships to CSUN affiliate categories.

Manager, Facility Operations & Membership Services Angela Gattoni, explained to the board that per the California State University, Northridge (CSUN) Alumni Relations Office, as of October 2020 the Alumni Relations Office no longer will be offering paid memberships to the Alumni Association for individuals unaffiliated with CSUN. All CSUN Alumni will automatically be given Alumni Association member benefits. However, individuals unaffiliated with CSUN will not be able to join the Alumni Association or receive the member benefits. The SRC currently offers paid memberships to all Alumni Association members and is recommending to grandfather in those individuals who previously purchased an Alumni Association membership. This would help to avoid a potential loss of \$23,299 in membership income per year if the SRC was to eliminate Alumni Association members who are unaffiliated with CSUN.

Motion passed 14-0-0.

XIII. Discussion Items

A. Campus Survey Results – Janet Oh, Senior Director, Institutional Research

Senior Director, Institutional Research Janet Oh, presented the board with findings about how students were doing with virtual courses. The spring 2020 semester survey netted a 25% response rate, while the fall semester survey garnered a 5% response from students surveyed. Some of the common concern students are facing are housing and food insecurities and paying bills. Oh said that Institutional Research anticipates sending these surveys to students monthly. This would allow the university to forward students to respective resources for assistance. Director Hammond requested if it is possible to share the survey information with faculty and staff to encourage further promotion of the survey, in hopes of a higher turnout. Director Nguyen also noted that from experience, sometimes the title of the email as well as who it is coming from makes a difference in students completing the survey.

Director Landeros departed at 1:50 pm.

B. USU Summer Stats / Fall Operation Updates

Manager, Fitness Programs & Wellness Amanda Christianson, Operations Supervisor Elias Gallegos; Director, Student Recreation Center Kaila Lavin; and Associate Director, Marketing & Programs Dr. Freddie Sanchez presented data collected from the summer virtual engagement programs offered by various departments and resource centers of the USU. Overall, the statistics showed a large number of engagements from students. Some events had a higher turnout than an in-person event has had in the past. The presenters said that it is important to understand how the USU is utilizing student fees and continuing to provide programs and services in alternative modalities. The board was informed that fall operations are continuing primarily in the virtual space. The USU has launched two study spaces in the Northridge Center and the Extended University Commons for select students have been given permission to be on campus. Both spaces are designed for social distancing. The USU also has begun its contactless printer lab services where students can have their documents printed as a pick-up service.

XIV. Announcements

- A. Chair Alvarez announced a reminder about the BOD / USU Staff Meet and Greet on October 5 from 12:30 p.m. – 2:00 p.m. and said that she hopes everyone can attend.
- B. Director Akopnik reminded everyone to register to vote if they have not already done so.

XV. Adjournment

Chair Alvarez adjourned the meeting at 2:36 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director