

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
BOARD OF DIRECTORS  
DECEMBER 6, 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 12:35 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	Kyle Hufnagel*	Dennis DeYoung*
Ayana Galves*		Joe Illuminate*	Sallie DeYoung*
Bryant Garcia*		Ayan Jama*	
Debra Hammond*		Sharon Kinard*	
Robert Jacome*		Kaila Lavin*	
Christian Lipton*		Daniela Barcenias*	
Albert Martinez*		Samantha Liu*	
Gisselle Olmedo Torres*		Cindy Lucio*	
Kaitlyn Orozco*		Kristen Pichler*	
Fredy Perez*		Shelley Sakoda*	
Karina Perez*		Steven Wein*	
Benjamin Plotkin*		Jeremy Hamlett*	
Charlie Rodriguez-Salazar*		Angelouise Legaspi*	
Dr. Shelley Ruelas-Bischoff*			
Dr. Edith Winterhalter*			
Dr. Tadeh Zirakian*			

*\* Zoom video participant*

**III. Approval of Agenda**

M/S/P (C. Rodriguez-Salazar / G. Olmedo Torres) Motion to approve the agenda for December 6, 2021.

***Motion passed 14-0-0.***

**IV. Approval of Minutes 10/25/2021**

M/S/P (B. Plotkin / B. Garcia) Motion to approve the minutes of October 25, 2021.

***Motion passed 14-0-0.***

**V. Open Forum**

No discussion.

**VI. Chair Report**

Chair Martinez said that EOP enrollment is at an all-time low. He has been busy outreaching to high schools and non-profits, not only trying to encourage students from underserved communities to believe in themselves and seek a higher education, but to also do it here at CSUN. On October 27, he attended a Cal-Fresh seminar about how to access benefits on campus to better assist students in need.

**VII. Vice Chair Report**

Vice Chair Akopnik said that the Model UN team won both conferences this semester and will be going to New York in April. He thanked and congratulated Chair Martinez in his new role. He encouraged the board to start recruiting now for positions that will be vacant after this semester.

**VIII. Action Items**

**A. Retirement Plan Investment Options (Time Certain 12:45 p.m.)**

Motion out of the Retirement Plan Committee to recommend the following fund deletions and replacements in the 403(b) Retirement Plan and the Money Pension Purchase Plan (MPPP) Retirement Plan.

<b>Fund Deletions</b>	<b>Fund Replacements</b>
Mainstay Winslow Large Cap Growth 1	TIAA-CREF Large Cap Growth Inst.
Northern Small Cap Value Fund	American Century Small Cap Value R6
Janus Henderson Global Life Sciences	T. Rowe Price Health Sciences I
Nuveen Real Estate Securities I	T. Rowe Price Financial Services I
T. Rowe Price Retirement 2020	T. Rowe Price Retirement 2060

Associate Director for Accounting & Finance Joe Illuminate asked USU Financial Advisor Dennis DeYoung to speak about the recommendations that resulted from DeYoung’s periodic review of the investment line-up in the 403(b) Plan and the Money Pension Purchase Plan (MPPP). DeYoung recommended five funds be replaced with five similar funds that have the following advantages over the current funds:

1. Higher Total Returns over a three, five, and ten-year period
2. Lower gross and net expense ratios
3. Higher fund peer rankings
4. Higher FI360 scores

***Motion passed 14-0-0.***

**IX. Executive Director’s Report**

Director Hammond informed the board that Dyemond Cooper was appointed to Programs Logistics Supervisor as a temporary emergency hire, Alejandra Romero was appointed to Facility Operations Supervisor as a temporary emergency hire, and Facility Operations Coordinator Gabriel Rosales separated employment. She said the USU continues to see turnover during “the great resignation” and will continue to see this pattern going forward.

Director Hammond congratulated Building Operations Coordinator Tim Rasmussen and Acting Assistant Director, Operations & Services Samantha Liu for successfully coordinating the virtual Association of College Unions International (ACUI) Region I & IV Conference in November. The USU Marketing Department brought home a record 22 awards in the conference’s “Steal This Idea” competition from submissions by both staff and students.

Another highlight from the month was the press conference held by the CSUN Government Affairs Office in conjunction with the Student Affairs Development Director, Jerry DeFelice that featured President Beck, Councilman John Lee, Change Reaction CEO Wade Trimmer, and Change Reaction's generous gift of \$150,000 to the DREAM Center for DACA submission/renewal fees for undocumented students at CSUN. DREAM Center Manager Daniela Barcenas, as well as DREAM Center Student Assistants Karen Castillo, Irvin Rendon, and Jesus Villegas Martinez, spoke on behalf of the meaningfulness of the gift.

Director Hammond concluded by thanking exiting Chair Martinez for the servant leadership he displayed in his short but impactful time as USU Board Chair. She virtually presented Chair Martinez a plaque in recognition of his service.

**X. A.S. Report**

Associated Students (A.S.) Vice President Orozco said that A.S. Leadership hosted a tabling event to gain input from parent scholars related to improvements they are seeking. A.S. has been looking into partnerships with a college housing opportunity and the New York Times to establish new resources for students for the upcoming semester. A.S. passed a resolution to provide feminine hygiene products in bathrooms across campus for menstruating students, regardless of gender identity. A.S. had a number of cabinet meetings hosted by its Chief of Staff, as well as a cabinet bonding day. The search and screen committee continued working on filling the Student Leadership Manager position. A.S. continued working to create a 24/7 service line for students and is looking to implement the resource on both the CSUN and A.S. web pages. The next campus conversation will be hosted by A.S. Attorney General Shayan Moshtael and will include Vice President for Administration & Finance and Chief Financial Officer Colin Donahue and Interim Vice President for Information Technology and Chief Information Officer Ranjit A. Philip on December 10 from 12:00 p.m. to 1:00 p.m.

*A.S. Vice President Orozco left at 1:15 p.m.*

**XI. Committee Reports**

**A. Diversity & Inclusion**

Director Jacome said the committee has approved its upcoming meeting schedule and also welcomed a new committee member. The committee selected Daniel Lopez as a representative for the RISE Committee.

**B. Facilities & Operations**

Director F. Perez said the committee held its second meeting on November 22 and met quorum for the first time, resulting in the ability to vote on meeting dates for the following semester and finalize goals for the remainder of the academic year. The committee also held discussions about the renovation project, led by Acting Assistant Director, Operations & Services Samantha Liu, and brainstormed future marketing ideas.

**C. Finance**

Director K. Perez said the committee held its last meeting on November 19 with all members in attendance. The committee currently is organizing meeting times for next semester.

**D. Personnel**

Director Olmedo Torres said the committee held a meeting on December 2 where it reviewed bylaws and expectations, conducted two ice breakers, and ended with a bonding affirmation. Going forward a different committee member will bring an affirmation to share at each meeting.

**E. Retirement Plan**

Vice Chair Akopnik said the committee held a meeting on December 1 and approved one action item about the retirement plan investment options. USU Financial Advisor Dennis DeYoung led a discussion about the Third Quarter 2021 Retirement Plan Review and Retirement Plan Expenses. Associate Director of Accounting & Finance Joe Illuminate led discussions about the Voluntary Employer Beneficiary Association (VEBA) Update and the Retirement Health Benefits Plan (RHBP) Funding Plan.

## **XII. Action Items**

### **B. 2021-22 First Quarter (3&9) Budget Report**

Motion out of the Finance Committee to approve the 2021-22 First Quarter (3&9) Budget Report as presented.

Director K. Perez presented the USU's first quarter financial summary for the three-month period ending September 30, 2021, where she detailed the period's Revenues and Expenditures.

*Director Jacome left at 1:28 p.m.*

Director Rodriguez-Salazar continued the presentation by reviewing the Statement of Changes in Financial Position, Investment Summary, Unallocated Reserves, Designated Reserves, Capital Outlay, Foundation Account Balances, and Work Study.

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

### **C. Election of Chair**

Chair Martinez asked for nominations for the Chair position.

(G. Olmedo Torres / C. Rodriguez-Salazar) nominated Jacob Akopnik. Nomination was accepted.

(G. Olmedo Torres / K. Perez) nominated Gisselle Olmedo Torres. Nomination was accepted.

The two candidates made statements and fielded questions from the board.

Associate Director for Administration & Communications Sharon Kinard collected secret ballots from the board via private message. The ballots were counted and Chair Martinez announced that Jacob Akopnik was elected Chair for the remainder of the 2021-2022 Board of Directors.

Chair Martinez congratulated the newly elected Chair Akopnik and turned his seat over to him.

*Director Zirakian left at 2:23 p.m.*

### **D. Election of Vice Chair**

Chair Akopnik asked for nominations for the Vice Chair position.

(B. Plotkin / B. Garcia) nominated Gisselle Olmedo Torres. Nomination was accepted.

The candidate made a statement to the board.

Associate Director for Administration & Communications Sharon Kinard collected secret ballots from the board via private message. The ballots were counted and Kinard announced that Gisselle Olmedo Torres was elected Vice Chair for the remainder of the 2021-2022 Board of Directors.

*Director Winterhalter left at 2:28 p.m.*

**XIII. Discussion Items**

**A. In Person vs. Virtual Meeting**

Associate Director for Administration and Communications Sharon Kinard explained that the USU falls under the Brown Act which lays out guidelines for holding public meetings. She noted that Associated Students follows the Gloria Romero Act as a student body organization and the USU follows the Brown Act as an auxiliary organization.

Assembly Bill 361 extended the deadline of returning to in-person meetings to January 1, 2024. In order to continue conducting board meetings virtually, the board would need to approve an action item every 30 days (during each monthly meeting) that will determine the format of the following month's meeting.

Director Hammond said that she has heard from students who want to conduct board meetings in person and also from those with concerns. She led a discussion about the pros and cons of each, listening to thoughts and fielding questions from board members. She asked that Board leadership would discuss further and make a determination.

*Director Martinez left at 2:33 p.m.*

*Director Garcia left at 2:35 p.m.*

**B. Matador Involvement Center (MIC) Director Search, Student Forum, December 9 & 10, EU 132, HyFlex Classroom, 1:30-2:00 p.m.**

Director Hammond explained that there were two candidates slated to participate in the forums until one candidate withdrew on Dec. 6. The remaining candidate will be featured in a student forum on Friday, December 10 from 1:30 – 2:00 p.m. All are welcome to attend.

**XIV. Announcements**

No discussion.

**XV. Adjournment**

Chair Akopnik adjourned the meeting at 2:53 p.m.

Respectfully submitted by,

Debra L. Hammond,  
Executive Director