

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
AUGUST 26, 2024 – NORTHRIDGE CENTER**

I. Call to Order

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

II. Roll Call

Present	Absent	Staff	Guests
Leof Chou	Iman Khan (A.S. Liaison)	Alejandra Aparicio	Michelle Alejandro
Mishell De Leon	Dr. Mirna Sawyer	Jessica Fred	Dana Ramirez
Rudy Granillo		Ryan Hairapetian	
Debra Hammond*		Jeremy Hamlett	
Daniel Lopez		Tari Hunter	
Joaquin Macias*		Joe Illuminate	
Devaansh Mann		Natalie Johnson	
Marilyn Orantes		Sharon Kinard	
Heet Patel		Samantha Liu	
Vyom Pathak		Audrey Martinez	
Ricky Rosado		Caroline Ponce*	
Nawshin Sabah		Tim Rasmussen	
		Shelley Sakoda	
Dr. Freddie Sanchez		Ruth Vasquez	
Dr. Winterhalter*		Steven Wein	
Steven Wang		Malahat Zhobin	

* TEAMS video participant

Director Macias arrived at 12:35 p.m.

III. Approval of Agenda

M/S/P (M. Orantes / R. Granillo) Motion to amend the agenda for August 26, 2024, by adding Discussion Item C: BOD Meeting Schedule Conflict – November 4, 2024.

Motion passed 13-0-1.

M/S/P (M. De Leon / N. Sabah) Motion to approve the amended agenda for August 26, 2024, by adding Discussion Item C: BOD Meeting Schedule Conflict – November 4, 2024.

Motion passed 13-0-1.

IV. Approval of Minutes 7/22/2024

M/S/P (M. De Leon / N. Sabah) Motion to approve the minutes for July 22, 2024.

Motion passed 14-0-0.

V. Open Forum

No discussion.

VI. Discussion Items

A. Director Leave of Absence

Director Chou took the podium to share his brief leave of absence from the Board of Directors for the Fall 2024 semester due to a scheduling conflict for a mandatory class he must take for degree completion. He plans to stay active with the Board and will be joining the Diversity and Inclusion Committee as a student committee member. He hopes to return in Spring 2025 and will continue to support the board.

VII. Chair's Report

Chair Lopez reported that:

- Director Pathak will serve as the BOD Representative on the Campus Fee Advisory Committee
- Director Sabah will serve as the BOD Representative on the Retirement Plan Committee
- Director Chou will serve as the USU Representative on the Food Service Advisory Committee

VIII. Additionally, Chair Lopez shared that he has enrolled in a Minor in Sociology and will continue his undergraduate courses through spring 2025. This will allow him to continue to serve as Chair of the Board through the entire 24-25 year.

IX. Vice Chair's Report

The Vice Chair's report can be found on page 5 of the agenda packet.

X. Executive Director's Report

Director Hammond announced that the Healing-Centered Engagement through Access and Love (HEAL) Project which connects students with resources related to basic needs, is temporarily on hold for the Fall 2024 semester. A communication plan has been put into place to share with current students serviced under the project. Campus colleagues and partners have also been advised to assist with continuing to provide additional services to students. Discussion ensued as to how to best direct and support students during this time.

Director Hammond referenced her report in the agenda packet, and if any questions were to arise, to please reach out to her.

XI. A.S. Report

The Associated Students Liaison, Vice President Khan, was not present for the meeting. The A.S. report is available for reference as an attachment.

XII. Action Items

A. Audit Committee Student Member Appointment

M/S/P (S. Wang/ M. Orantes) Motion to approve Michelle Argueta as a Student Member of the Audit Committee.

Following the recommendation of Associate Director of Accounting and Finance, Joe Illuminate, Vice Chair Orantes, and Assistant Director of Programs and Leadership Audrey Martinez interviewed Michelle Argueta, and all felt that this candidate would excel in this appointment if given the opportunity.

Michelle Argueta gave a statement to the Board of Directors and fielded questions.

Motion passed 14-0-0.

XIII. Discussion Items

B. 2024-2025 BOD Goals Discussion

Jessica Fred, a facilitator in leadership and goal development, continued the BOD goals brainstorming session from the previous meeting. She engaged the directors in brainstorming and discussion activities. Overarching themes presented by the Board included:

- Campus and Community Collaboration
- Student Engagement and Development
- Inclusive Programs and Basic Needs
- Student Resources and Awareness
- Facilities and Facilities Use
- Art and Cultural Initiatives
- Social Media and Communication
- Evaluation and Effectiveness
- Personal and Team Development

Following discussion, the board narrowed the themes down to two goals. Chair Lopez and Vice Chair Orantes will make their final deliberations and BOD goal recommendations at the next BOD meeting scheduled for September 9, 2024.

Director Chou left at 1:04 p.m.

Director Macias left the Teams video call at 1:15 p.m. and arrived in person at the meeting at 1:32 p.m.

Director Granillo stepped out at 1:23 p.m. and returned at 1:27 p.m.

Director Winterhalter 1:39 p.m. returned at 1:42 p.m.

Director Sanchez left at 1:48 p.m.

Director Wang stepped out at 2:13 p.m. and returned at 2:16 p.m.

Director Wang stepped out at 2:16 p.m. and returned at 2:21 p.m.

Director Sabah left at 2:29 p.m.

XI. Action Items

B. Retirement Health Benefit Plan (RHBP) Sick Time Cashout

Motion out of the Retirement Committee to recommend amending the Retirement Health Benefits Plan, Section 3.8, Cashout of Sick Time, to increase the maximum sick time cashout (currently \$25,000) by 4.5% each year retroactive to January 01, 2019, and capping the maximum sick time cashout at \$50,000.

Associate Director of Accounting & Finance, Joe Illuminate explained that the current plan does not include an inflation-based adjustment that would annually increase the maximum sick leave cashout as staff salaries rise. To rectify this issue, it is proposed that the \$25,000 cashout be increased by 4.5% each year retroactive to January 01, 2019. If approved, the annual 4.5% increase in the sick time cashout would be consistent with the annual 4.5% increase for medical benefits reimbursements. The estimated financial impact of a 4.5% annual increase in the sick time cashout is \$55,478 over a ten-year period. This does not include the projected \$296,894 estimated financial impact if the policy remains unchanged.

This action item was recommended for approval at the Retirement Plan Committee meeting on June 12, 2024.

Motion passed 10-0-1.

XII. Discussion Items

C. BOD Meeting Schedule Conflict – November 4, 2024

Chair Lopez shared that Vice Chair Orantes, Director Sanchez, and Director Granillo will be attending the Hispanic Association of Colleges and Universities (HACU) Conference set for

November 1-3, 2024. Due to traveling logistics, neither Vice Chair Orantes nor himself will be present to lead the meeting originally scheduled for November 4th. Arrangements are being made to push the meeting to November 18, 2024, to ensure everyone will be present.

XIII. Announcements

Assistant Director of Programs and Leadership Audrey Martinez reminded the directors of some upcoming tabling opportunities:

- August 28, 2024: Matafest
- September 3 & 4, 2024: Meet the Clubs
- September 13, 2024: Matador Nights

XIV. Adjournment

Chair Lopez adjourned the meeting at 2:38 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director