

**UNIVERSITY STUDENT UNION**  
**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE**  
**BOARD OF DIRECTORS**  
**DECEMBER 7, 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 12:33 p.m. by Chair Melanie Alvarez.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff</b>	<b>Guests</b>
Jacob Akopnik*	Stephanie Barboza	Sharon Kinard*	Sean Haggerty*
Melanie Alvarez*	Dr. Carroll Brown	Kaila Lavin*	
Arrah Ebot Enaw*	Ryan Edwards	Jimmy Francis*	
Jasmine Guerrero*	Ayana Galves	Elias Gallegos*	
Debra Hammond*	Albert Martinez	Jeremy Hamlett*	
H Landeros*		Joe Illuminate*	
Yesenia Mateo*		Ayan Jama*	
Rose Merida*		Samantha Liu*	
Gabriella Nguyen*		Gabriel Rosales*	
Dr. Shelley Ruelas-Bischoff*		Cindy Lucio*	
Dr. Edith Winterhalter*		Jonathan Navarro*	
Dr. Tadeh Zirakian*		Kristen Pichler*	
		Dave Ross*	
		Tim Rasmussen*	
		Shelley Sakoda*	
		Scott Teves*	
		Jennifer Kim*	
		Steven Wein*	

\* Zoom video participant

**III. Approval of Agenda**

M/S/P (H. Landeros/ J. Akopnik) Motion to approve agenda for December 7, 2020.

*Motion passed 10-0-0.*

**IV. Approval of Meeting Minutes**

M/S/P (T. Zirakian/ J. Akopnik) Motion to approve minutes of the November 16, 2020 meeting.

*Motion passed 10-0-0.*

**V. Open Forum**

Director Zirakian said he continues to be interested in new endeavors to bring Grant proposals to CSUN and invited anyone from the Board that is interested to contact him.

Deion Turner thanked each person on the Board for their role in student leadership and his own development. He said he continues to be amazed by the work the Board does.

**VI. Chair's Report**

Chair Alvarez said she attended a community gathering on November 20 hosted by the USU management team and staff. It was welcoming and refreshing to meet informally and acknowledge the departments' hard work. She said appreciates the bonds that exist within the USU and is fortunate to be a part of it. She thanked everyone in attendance and those who helped make it possible. On November 30, the Board held a special meeting to vote on the USU surplus funds. She thanked the committees and others for their recommendations and acknowledged how much work there is to do. In terms of fall semester finals, she stated that it is important to *finish strong*, period. She thanked Board members for their work this semester despite the circumstances, and appreciates the effort each and every member put in. She encouraged them to continue to prioritize mental health, self-care, and celebrate accomplishments both big and small. Despite the long way you may still have to go, she said, remember where you started, and think where you are now. Be proud of that.

**VII. Vice Chair's Report**

Chair Alvarez presented on behalf of Vice Chair Martinez in his absence. Vice Chair Martinez wished that everyone was continuing to take good care of themselves and stay healthy. He said it was another busy month. On November 13, he co-hosted a San Fernando Valley Scholars Network (SFVSN) application workshop to help former foster youth in their transfer process from community colleges to universities. On November 20, he co-hosted an EOP Application Q&A workshop to help future CSUN/EOP students with the application process. The report concluded with the reiteration of his wishes for the Board's health and safety, as well as the invitation for anyone to contact him with questions or requests for support.

**VIII. Executive Director's Report**

Director Hammond reported that the USU is in the process of preparing a response to a Sundial Reporter inquiry about how student union fees are being used in the context of COVID-19, and the Board will be kept updated. She said many programs took place over the past month, including Trans Empowerment Week, and ongoing SRC and Oasis Wellness Center virtual programming, to name a few. A report is in development that will share what services students are using, where Zoom fatigue is at play, etc. Hammond met with members of the CSU Office of General Counsel (OGC) regarding viewpoint neutrality issues stemming from a lawsuit against the San Marcus campus last year. She said the highlight of last week was the Association of College Unions International (ACUI) Virtual Region I Conference and she recognized Coordinator of Building Operations Tim Rasmussen and Manager of Reservations & Operations Samantha Liu for the tremendous job they did in planning the conference. The educational sessions were great and CSUN was well represented in terms of presenters. Finally, Hammond said she, Associate Executive Director of Operations & Services Jimmy Francis, Associate Director of Programs & Inclusion Dr. Freddie Sánchez, Diversity Initiatives Coordinator Ayan Jama, and USU BOD Vice Chair Albert Martinez met with Muslim Student Association members to discuss ways in which the USU can support Muslim students. Jimmy Francis will be taking the lead on this endeavor through Spring 2021.

**IX. A.S. Report**

A.S. President Merida reported that there will be no CSSA Plenary in December; the next will be January 23-24 and it is free to attend via Zoom so she encouraged the Board to take advantage. She said A.S. has three Senate seats available. She said the A.S. conducted its fee analysis on Excess Enrollment Revenue. She said the last A.S. cabinet meeting of the semester was December 3. Parent Day was this past Saturday

morning and there were many great questions asked. She gave reminders about upcoming A.S. events, including Colorful Conversations, Finals Countdown Giveaway, Outdoor Adventures Virtual Tours, and Sustainability with Zero Waste Holiday. She concluded by inviting the Board to let her know whether she can be of support during the winter break.

## **X. Committee Reports**

### **A. Diversity & Inclusion**

Co-Chair Landeros said that at its most recent meeting, the committee split into sub-committees to address a lot of work that needs to happen in a short amount of time.

### **B. Facilities & Commercial Services**

Chair Ebot Enaw said the committee had three meetings this semester where it approved its goals, discussed procedures like the Space Allocation Procedure, and presented committee members with USU Operational Updates. During the last meeting, members voted to change the committee name from Facilities & Commercial Services to the Facilities & Operations Committee which is an action item being presented for Board action today.

### **C. Finance**

Chair Akopnik said the committee approved action items that appear on today's Board agenda as well as the 3&9 report that was approved by the Board at the special meeting that took place November 30. The committee will be recruiting for one open space over winter break. He thanked Associate Director of Accounting and Finance Joe Illuminate for a great semester.

### **D. Personnel**

Co-Chair Mateo read the Chair's report, stating the committee has not met since the last Board meeting. She provided a recap that was presented at the last Board meeting and stated the final meeting of the semester would be held on December 14. She finished with a quote from Matt Haig, *"Mental health problems don't define who you are. They are something you experience. You walk in the rain and you feel the rain, but, importantly, YOU ARE NOT THE RAIN."*

### **E. Retirement**

Director Hammond said there would be one more committee meeting for the semester on December 10.

## **XI. Action Items**

### **A. Facilities & Commercial Services Committee**

Motion out of the Facilities & Commercial Services Committee to change its name to the Facilities & Operations Committee.

Director Ebot Enaw presented to the Board, stating it has been more than 10 years since research was conducted on the committee name. She said the Facilities & Commercial Services Committee recommends to the Board of Directors all USU facility, Reservations and Event Services, and Commercial Services policies. Since the USU has limited commercial operations, the committee members looked at research from other campuses and made a recommendation for the name change.

Director Hammond stated that if the committee name change is approved through today's vote, a future motion will need to be brought to the Board to also change the name in the bylaws. Bylaw change require discussion at one meeting and voting at a second meeting. A 2/3 approval is required.

*Motion passed 10-0-0.*

### **B. General, Petty Cash, & Cash Advance Funds Policy**

Motion out of the Finance Committee to recommend the approval of the General, Petty Cash, & Cash Advance Funds Policy.

Director Guerrero presented to the Board, stating the current Petty Cash Policy is five years old and requires revision in order to comply with campus Policies 06202.00 (Segregation of Cash Handling Duties)

and 06320.00 (Petty Cash and Change Funds) and to comply with current USU funds practice. She reviewed a summary of policy elements, including the proposed policy and current policy.

***Motion passed 10-0-0.***

*Director Guerrero left at 1:21 p.m.*

**C. Addition of an Esports Space in the Games Room**

Motion out of the Finance Committee to transfer \$75,000 from Unallocated Reserves to fund the creation of a space for Esports in the Games Room.

Director Akopnik said estimated cost of the project needed to be changed to \$78,002.

M/S/P (J. Akopnik/ H. Landeros) Motion to amend the main motion by striking out \$75,000 and inserting \$78,002.

***Amendment to the Motion passed 9-0-0.***

Director Akopnik turned the floor over to Manager, Intramural Sports, Games Room & Day Camp Jeremy Hamlett to present. Hamlett said the USU recently received a donation from Alumnus Bill Imada in the amount of \$25,000 to be used to create an exciting space in the Games Room for e-gaming and Esports. He said the USU is collaborating with Associated Students to create this space for the existing CSUN Esports Club and Open Rec gaming. In addition, Associated Students has agreed to contribute \$26,501 towards the total \$78,002 estimated cost of the project. The recommendation is to create a space in the Games Room to integrate console and PC gaming for the Esports Club and campus gaming community. The new space will provide designated space for the Esports Club to conduct tryouts, practices and tournaments. The space can also be used by the CSUN community when not in use by the Esports Club. Hamlett reviewed the proposal summary which included a summary of liabilities, fiscal impacts, funding sources, and other budget considerations. He concluded by displaying some visual layouts of the space, stating the project should be able to be completed before students return to campus.

Director Landeros addressed the Board by stating that Esports is the future and it is exciting to see this happening on the CSUN campus. Landeros said they hoped the Board is encouraged to vote yes. Director Hammond also noted that this may also be an opportunity for us to make an impact on the industry in terms of gender equity.

***Amended Motion passed 9-0-0.***

**XII. Announcements**

- A. Chair Alvarez thanked everyone for a great semester and wished the student directors good luck with finals.

**XIII. Adjournment**

Chair Alvarez adjourned the meeting at 1:37 p.m.

Respectfully submitted by,

Debra L. Hammond,  
Executive Director