

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
OCTOBER 23, 2023 – GRAND SALON
MINUTES**

Chair Moreno led the BOD and meeting attendees through the USU Land Acknowledgment.

I. Call to Order

The regular meeting of the USU Board of Directors was called to order at 12:36 p.m. by Chair Moreno.

II. Roll Call

Present	Absent	Staff	Guests
Angelina Armenta	Dr. Editha Winterhalter	Alejandra Aparicio	Aymie Guerrero
Dr. Megan Bell		Ryan Hairapetian	Melissa Baghoumian
Angelina Collins		Jeremy Hamlett	
Ashley Godinez		Kyle Hufnagel	
Paige Hajiloo		Tari Hunter	
Debra Hammond		Joe Illuminate	
Daniel Lopez		Natalie Johnson	
Joaquin Macias		Sharon Kinard	
Daniel Moreno		Samantha Liu	
Marilyn Orantes		Audrey Martinez	
Nawshin Sabah		Caroline Ponce	
Dr. Freddie Sanchez*		Irvin Rendon	
Dr. Mirna Sawyer*		Janessa Reyes	
Lisa Teng		Shelley Sakoda	
German Wong		Ruth Vasquez	
Jasmin Zesati		Steven Wein	
		Malahat Zhobin	

* TEAMS video participant

III. Approval of Agenda

M/S/P (M. Orantes / N. Sabah) Motion to approve the agenda for October 23, 2023.

Motion passed 14-0-0.

IV. Approval of Minutes 09/11/2023

M/S/P (G. Wong / A. Godinez) Motion to approve the minutes for September 11, 2023.

Motion passed 14-0-0.

V. Open Forum

None

VI. Chair's Report

Chair Moreno shared that the 23-24 USU BOD Goals were developed with the assistance of USU BOD Vice Chair Jasmin Zesati, Executive Director Debra L. Hammond, Acting Associate Executive Director, Tari Hunter, and BOD Staff Representative Dr. Megan Bell. The goals were later shared in the meeting. The BOD also took part in Clifton Strengths training with Associate

Director, Marketing and Communications Sharon Kinard on October 16. The BOD was excited to learn more about their strengths in action and are hoping to provide Clifton Strengths codes to BOD committee members as well. Chair Moreno shared that the Basic Needs Suite presentation on October 19 to CSUN Foundation was a success, and thanked fellow BOD Director Daniel Moreno for presenting, along with assistance from Executive Director Debra L. Hammond, Associate Director, Operations and Services Samantha Liu, and Dr. Shelley Ruelas-Bischoff. Lastly, Chair Moreno was thrilled to be in attendance at the CSUN 2023 Distinguished Alumni Awards on October 21 highlighting our CSUN alumni and their achievements.

VII. Vice Chair's Report

Vice Chair Zesati shared that the BOD participated in September trainings including New Committee Member trainings with Assistant Director, Programs and Leadership Audrey Martinez, Administrative Support Coordinator, Emery Hernandez and Executive Director, Debra L. Hammond. The student directors gained more insight on their roles and responsibilities as directors, meeting logistics, committee dynamic, and engagement. On September 19 the BOD also participated in Parliamentary Procedure training with Dr. Pierre Sherrill. She also showed appreciation for Associate Director, Marketing and Communications Sharon Kinard for the Clifton Strengths training on October 16 focusing on strengths in action. Vice Chair Zesati was happy to see the BOD committees are ready and looking forward to their progress in the fall semester.

VIII. Executive Director's Report

Director Hammond shared that the USU DREAM Center provided a presentation at the LA City Council meeting regarding undocumented students and the support from Angel Fund to pay for DACA renewals fees. Following their presentation, they unexpectedly received a Certificate of Appreciation from LA City Councilmember for District 12 John Lee for their work and support of CSUN students and the community. Director Hammond also shared that the Basic Needs Suite presentation to CSUN Foundation went well and gave praise to Associate Director, Operations and Services Samantha Liu who has taken lead on the project. During the presentation Chair Moreno and Director Lopez spoke on the importance of the Basic Needs Suite for students on campus which truly emphasized the need for student input and its impact on their college experience. Director Hammond thanked the students who attended and spoke about how transformational this work is. Hammond shared that there was an increase in the donations from Milt and Debbie Valera as well as Rick and Barbara Levy who provided funding for the community kitchen, which will be name "Ila's Kitchen" in honor of Rick Levy's mother. The Basic Needs Suite is expected to open in 2025. Director Hammond mentioned the Distinguished Alumni Awards, where former board chairs and vice chairs were invited to interact with new members. She said it was an amazing night and urged others to think about these opportunities and consider attending in the future. Director Hammond added that there will be Community Support Spaces respectively for the Jewish and Israeli community and the Palestinian Community in the month of November. The event was formerly known as Healing Spaces. The USU Diversity and Inclusion department along with the University Counseling Services (UCS) have been meeting to make plans to continue to provide support for the needs of these communities.

IX. A.S. Report

A.S. President Hajiloo commended Chair Moreno, Director Lopez, Associate Director, Operations and Services Samantha Liu, and Executive Director Debra L. Hammond for their presentation on the Basic Needs Suite for CSUN Foundation. She was amazed and echoed that the student perspective in those spaces is invaluable. She was present at CSUN Distinguished Alumni Awards and was happy to see our distinguished alumni. Following the Board of Trustees (BOT) meeting in September, A.S. President Hajiloo met with CSUN President Dr. Beck and Dr. Watkins to work on the Tuition Increase Action Plan and find ways to increase student scholarships, book vouchers, and other resources to support students financially through this adjustment. She

shared holding meetings with Jewish organizations and Students for Justice in Palestine to hear their thoughts and concerns. The discussions have been fruitful, and she thanked Dr. Watkins and Dr. Sanchez for their support and efforts in this time. Lastly, Hajiloo shared that the University Library is hosting their 50th anniversary celebration with Chocolate Chip Cookies on October 24 from noon to 2 p.m. She looks forward to seeing everyone at the USU's Mystic Evening event on October 27.

X. Committee Reports

A. Diversity & Inclusion

Director Sabah reported that the Diversity and Inclusion Committee held their first meeting on October 13. It was a good meeting, and the committee is getting familiar with parliamentary procedures. She shared appreciation for her Co-Chair Director Godinez and is looking forward to their next meeting to establish goals.

B. Facilities & Operations

Director Lopez shared that the Facilities and Operations Committee will be hosting its first committee meeting on Monday October 30. During this meeting Director Collins will lead the committee with an ice breaker, the committee will partake in an up-close tour of the USU and discuss the Basic Needs Suite update and process. Director Lopez thanked their Executive Secretaries Samantha Liu and Jeremy Hamlett for their support.

C. Finance

Director Teng shared that the Finance Committee will conduct their first meeting on Tuesday, November 7. This first meeting will assist committee members in becoming more familiar with the USU budget and terms. She thanked the committee Executive Secretary Joe Illuminate for his support.

D. Personnel

Director Wong shared that he and Director Armenta are awaiting availabilities from committee members to determine their committee meeting schedule. They hope to hold their first meeting in November.

E. Retirement

Vice Chair Zesati reported that the Retirement Committee met on September 22 and approved their 23-24 goals and have two recommendations which will be discussed further for vote later in the meeting. She and student representative Director Orantes also had an opportunity to meet for a committee bonding luncheon to kick off the year.

XI. Action Items

A. Investment Lineup Addition

Motion came from the Retirement Committee and was presented by Vice Chair Zesati.

Retirement Plan Financial Advisors Dennis & Sallie Deyoung recommended the addition of the Putnam Large Cap Value Fund (PEQSX) to USU's investment lineup. The term Large Cap refers to a company with a stock market value of more than \$10 billion dollars. A company's stock will generally be classified as small, mid or large cap. Our Financial Advisors believe there should be another option for investment participants. The large cap space is the second largest investment choice for plan participants. The Putnam Large Cap Value fund is not going to replace any of the three existing options but adds a fourth option. The reasons for the recommendation are due to its consistent ranking in the top quartile of all funds within its category, a 5-star Morningstar rating,

and the F1360 score for this fund is zero, the highest score possible. Since Large Cap has a large participant investment when compared to mid and small-cap funds, another large cap investment option makes sense.

Motion passed 14-0-0.

B. Money Purchase Pension Plan (MPPP) Name Change

Motion came from the Retirement Committee and was presented by Director Orantes.

The Money Purchase Pension Plan (MPPP) needs a name change to 401(a) Employer-Paid Supplemental Retirement. The word pension implies that plan participants will receive a fixed monthly amount based on income and years of services upon retirement from the USU. The MPPP is not a pension but a supplemental savings plan. Employees do not receive a fixed monthly amount. They receive the savings they have accumulated. Changing the name clears up the ambiguity and provides USU with legal protections against possible lawsuits from participants expecting to receive a fixed pension.

Motion passed 14-0-0.

C. 23-24 BOD Goals

Motion came from Chair Moreno and Vice Chair Zesati.

Chair Moreno and Vice Chair Zesati presented the 23-24 BOD Goals. An attachment was provided noting the goals and assessment strategies. The goals consisted of the following:

- 1) The USU Board of Directors (BOD) will build camaraderie and establish meaningful connections as a team while gaining essential leadership and career readiness skills.
- 2) The USU BOD Committee members will participate in leadership development activities to enhance their skills and encourage continued involvement within the University Student Unions.
- 3) The USU BOD will increase student awareness about the University Student Union.
- 4) The USU BOD will allocate financial resources to support “basic needs” of CSUN students.

Part of assessing the goals includes summary feedback from student leadership experiences, a summary report evaluating effectiveness of applied interventions, distribution of surveys, and collection of data. During the discussion, the BOD requested additional information regarding the goals and assessment methods. Director Godinez asked about survey administration and the timing effectiveness of waiting until the end of the school year versus on a semester-to-semester basis. Director Lopez brought up the importance of including Clifton Strengths in the learning outcomes and giving committee members the same opportunities to develop their strengths. Dr. Megan Bell liked Director Lopez’s idea and suggested knowing your strengths and embedding it into the USU Committee Roadmap. Director Hammond commented on their strategies from their discussions and brainstorming, and how they can set a path for the future implementation regarding the time left in the year. Director Joaquin Macias suggested that the pipeline into the board show the other ways their skills can be translated into other areas within the USU, Associated Students, or the CSUN campus.

Motion passed 14-0-0.

XII. Discussion Item

A. Basic Needs Suite Naming Process

Associate Director, Operations and Services Samantha Liu provided an update on the Basic Needs Suite. Construction documents are being signed, and they had a great walkthrough with

architects, contractors, and Facilities, Planning Design, and Construction. The current cost of the project is \$19.5 million and are still navigating the process to figure out what the final cost will be. She thanked Director Hammond, Chair Moreno, and Director Lopez for attending the Basic Needs Suite presentation for CSUN Foundation where they had the opportunity to connect and thank the project donors for the difference it will make for our students which led to the increased donation. Due to the generous donations, the Basic Needs Suite will be called the Valera Basic Needs Suite, and the community kitchen is going to be named Isla's Kitchen. The Marketing Team will begin the process of soliciting student input and feedback in naming the Basic Needs Suite. Marketing Manager Steven Wein and Marketing Coordinator Malahat Zhobin presented the marketing timeline that will begin in November and end in April 2024. Director Lopez thanked the Marketing department for their work in the naming process.

B. Parent Scholars Resource Center

Parent Scholars Resource Center (PSRC) Amy Guerrero and former BOD member Melissa Baghoumian presented on the active role and resources PSRC provide CSUN parent scholars. PSRC is funded by the Campus Quality Fee (CQF) grant and are now entering their second year. Amy Guerrero shared how they recently celebrated their recent cohort for their milestones. Each semester, participation has doubled, and they estimate even more growth. PSRC operates virtually through a Canvas page and students can opt in through self-enrollment. She shared the virtual hubs they hold weekly on Thursdays, the books and supplies they provide, and the resources they can direct their students to access basic needs. She spoke about legislation AB 2881 which provides early enrollment to parent scholars to access classes that will better fit their needs. She highlighted that 1 in 5 students enrolled nationwide are parenting students and a high proportion of that are students of color. Melissa Baghoumian added how this legislation aligns with their mission statement to support students and parents.

Chair Moreno commended them on their expansion to a resource center and thanked them both for the work they have done, and shared that the BOD will continue to support their goals.

Director Lopez left at 1:53 p.m. and returned at 1:55 p.m.

XIII. Announcements

Assistant Director, Programs and Leadership Audrey Martinez announced that the Mystic Evening hosted by the USU will take place on October 27. The event will feature a trunk or treat, horror maze, escape rooms, spooky vendors, and free food. The event is open to all CSUN students, dependents, and guests. Acting Associate Executive Director Tari Hunter announced that on October 27, USU is hosting Cal State Long Beach's student and staff delegation and touring Associated Students and USU facilities. She solicited the BOD's availability to attend. Chair Moreno announced the SOAR Open House would be taking place on Saturday, October 28 and the tabling opportunity available for the BOD.

XIV. Adjournment

Board Chair Moreno adjourned the meeting at 2:11 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director