

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS**

December 1, 2025 – Grand Salon

I. Call to Order

The regular meeting of the USU Board of Directors was called to order at 12:37 p.m. by Chair Sabah.

II. Roll Call

Present	Absent	Staff	Guests
Alexia Aguilar	Alejandro Perez	Alejandra Aparicio	
Alvaro Geminiano Aragon (A.S. Liaison)	Dr. Mirna Sawyer	Audrey Martinez	
Cameron Gonzalez	Rudy Granillo	Estrella Moreno	
Cecilia Ortiz		Jaiden Randolph	
Cesar Rosales		Joseph Illuminate	
Dr. Edith Winterhalter		Lara Shaghoian	
Dr. Freddie Sanchez		Magdalena Sanchez	
Heet Patel		Natalie Johnson	
Honey Modi		Raine Hernandez	
Joaquin Macias		Raquel De Ruiz	
Karim Kouatly		Samantha Liu	
Nawshin Sabah		Sharon Kinard	
Steven Wang		Shelley Sakoda	
Vyom Pathak		Steven Wein	
		Tim Rasmussen	
		Vincent King	

**TEAMS video participant*

III. Approval of Agenda

M/S/P (K. Kouatly / V. Pathak) Motion to approve the agenda for December 1, 2025.

Motion passed 12-0-0.

IV. Approval of Minutes 11/03/2025

M/S/P (H. Patel / C. Rosales) Motion to approve the minutes for November 3, 2025.

Motion passed 12-0-0.

V. Open Forum

Since there were no participants for Open Forum, Chair Sabah shared gifts and cards with the Board of Directors, wishing them happy holidays.

VI. Chair's Report

Chair Sabah started off by wishing everyone good luck on finals. She reported her attendance to Association of College Unions (ACUI) Region I in San Jose alongside Director Rosales, Director Perez, and Director Modi. They networked with many student leaders and higher education professionals within the region and participated in various workshops and campus tours. Chair Sabah and Director Rosales presented the DREAM Center Fellowship Program and learned how other campuses are supporting their undocumented student community. She congratulated Associate Director, Operations and Services Samantha Liu on her induction to the ACUI Region I ICON Society.

Associate Director, Administration and Communications Sharon Kinard sent an invitation to several groups for interest in the Visibility and Engagement Ad Hoc Committee. Additionally, Chair Sabah and Vice Chair Granillo are inviting other students who they feel would be a strong fit. If anyone else is interested, Chair Sabah asked to be notified by the end of the day, as the recruitment deadline is December 5.

The gift card distribution to the parent scholars of the University Village Apartments is in process, and Chair Sabah will share any further updates. Chair Sabah closed her report by wishing everyone a joyous holiday season, reminding everyone of her and Vice Chair Granillo's support.

VII. Vice Chair's Report

In Vice Chair Granillo's absence, Chair Sabah referred to pages 7 to 9 in the meeting packet for the Vice Chair Report.

VIII. Executive Director's Report

Director Ortiz highlighted several updates in the areas of Personnel, Programs, Projects/Services, and Staff/Student Development. Dillon Goyette was appointed to Administrative Audio-Visual (A/V) Supervisor as a temporary hire. Director Ortiz emphasized Craft Your Path, a two-part series where students learned about starting a career as an independent professional. Veterans Resource Center (VRC) hosted Salute to Service Week with a series of events celebrating CSUN veterans. The Oasis Wellness Center celebrated ten years with Welcome to Wellness, collaborating with various on- and off-campus partners. The USU completed construction of The Valera NEST and is close to official operations. Twelve USU students and staff attended the Association of College Unions International (ACUI) Region I Conference at San Jose State University.

IX. A.S. Report

Associated Students (A.S.) Vice President Geminiano Aragon was absent, managing the last Mental Health Monday of the semester. On his behalf, A.S. Attorney General Sivansh Maheshwari read the A.S. report.

A.S. Vice President Geminiano Aragon attended the Association of College Unions International (ACUI) Region I Conference and CSU Young Male of Color Conference. Along with A.S. President Saravia and Chair of Legislative Affairs Rosales, he attended the California State Student Association November plenary. The Systemwide Affairs Committee discussed updates on SB98, including implementation logistics, guidelines, and recommendations. He reported on updates from meetings between Internal and External Affairs, University Affairs, and other related boards and committees. A.S. Vice President Geminiano Aragon organized several A.S. events, including Mental Health Mondays, "Matador Conversations" with A.S. President Saravia, and a student-led AI workshop, opening up the opportunity to collaborate with USU BOD members on a Spring installment. He concluded his report with Spring 2026 A.S. Elections.

X. Committee Reports

A. Diversity & Inclusion

Director Gonzalez reported that members from the USU Internal DEI Work Team Accessibility Initiatives sub-committee gave a presentation on their work within the USU, helping the committee narrow down and finalize their goal. Committee member Avean Kallgren was also appointed as the BOD representative for the USU Internal DEI Work Team.

The D&I committee goal is as follows:

By the end of Spring 2026, collect and analyze student input related to accessibility and belonging within USU spaces to identify key themes and areas for improvement. Findings and recommendations will be presented to the USU Board of Directors by May 2026 to inform future policy and planning discussions.

The committee is rescheduling their team development activity at Dave and Buster's due to strong weather conditions. Director Gonzalez closed their report by commending the committee on a productive month and wished everyone happy holidays.

A.S. Vice President Geminiano Aragon left at 1:07 p.m.

B. Facilities & Operations

Director Patel provided updates on the latest committee meeting on November 14, which involved approving their team development activity date and location and reviewing the USU Master Plan. Their next committee meeting will be held on December 5 and will be dedicated to an in-person tour of The Valera NEST.

C. Finance

Director Pathak reported on updates from their recent meeting. The committee reviewed the change in fixed assets policy, which increased from \$5,000 to \$10,000 to reflect inflation and modern financial standards. The Fixed Asset Policy will be updated, allowing all AMEX cardholder accounts to automatically decline any single transaction over \$10,000. Additionally, the committee identified finance policies to be revised: Hospitality Policy, Travel and Business Expense Policy, Credit Card Policy, and the Fixed Asset Policy. They reviewed the first quarter budget report and found that spending and revenue were generally on track, ensuring to monitor major project expenses. Lastly, the committee finalized plans for their team development activity.

D. Personnel

Director Aguilar started off with optimism for the rest of the semester. The committee held its third meeting on November 10 and discussed two policies to potentially update: Educational Fee Reimbursement Policy and Student Assistant Classification & Wage Policy – Class IV – Graduate Assistants. They have welcomed a new member to the committee and are planning a team development activity. The last committee meeting of the semester is on December 8.

E. Retirement

On behalf of Vice Chair Granillo, Chair Sabah referred to page 9 of the meeting packet for updates on the Retirement committee.

F. Internal Review

On behalf of Vice Chair Granillo, Director Kouatly reported that the committee welcomed a new member, Farimah Chalabi. The committee is still in the process of reviewing committee codes. The next meeting will be held on December 5 at 9:00 a.m.

XI. Action Items

A. Approval of a Student Audit Committee Member (Time Certain 12:45 p.m.)

M/S/P (K. Kouatly / A. Aguilar) Motion to approve Ariana Franco as a Student Audit Committee Member.

Chair Sabah shared some insights from interviewing Ariana Franco, stating that she is eager to gain experience to complement her coursework in Accounting. Chair Sabah recommended A. Franco's appointment due to her background, experience, and strong collaboration skills. A. Franco was welcomed to the podium to share a statement about herself with the Board.

Motion passed 12-0-0.

B. 2025-2026 First Quarter (3&9) Budget Report

Motion out of the Finance Committee to approve the 2025-2026 First Quarter (3&9) Budget Report.

Director Pathak and Director Modi presented the report highlighting that Total Revenue and Total Expenditures, including Salaries, Wages, and Benefits, are in range. Out-of-range expenditures encompass: 16% Cost of Goods Sold, 7.1% Travel, 15.9% Repairs & Maintenance, 32% Fees & Charges, 30.5% Grants & Scholarships, and 38% Amortization & Depreciation. The actual change in net assets is a surplus of \$752,257 while the budget change in net assets is zero, reflecting the USU's practice of maintaining a break-even budget. The balance of the Unallocated Reserves was previously in deficit due to a budget error but was corrected as of November 13, 2025.

Motion passed 12-0-0.

XII. Announcements

Collaborations and Special Projects Supervisor Raine Hernandez announced that the Transportation Assistance Program (TAP) has commenced. 340 free CSUN parking permits for Spring 2026 will be awarded to eligible students. Submissions will close on December 10 at 10:00 p.m. Parking permit pickup will occur between January 6 to 16. R. Hernandez requested assistance from four BOD members to review TAP applications.

Operations Manager Tim Rasmussen introduced Magdalena Sanchez as the new Facility & Guest Services Coordinator – The Valera NEST.

Assistant Director, Programs & Leadership Audrey Martinez announced the BOD Elections Info Sessions:

- December 4 from 2:00 to 3:30 p.m. via Zoom
- January 27 from 2:00 to 3:30 p.m. in the Ventura Room
- January 28 from 11:00 a.m. to 12:30 p.m. in the Ventura Room

Chair Sabah reminded the Board about The Valera NEST tour following the meeting.

XIII. Adjournment

Chair Sabah adjourned the meeting at 1:28 p.m.

Respectfully submitted by,



Cecilia Ortiz,
Executive Director