

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
May 5, 2025 – Grand Salon**

I. Call to Order

The regular meeting of the USU Board of Directors was called to order at 12:38 p.m. by Chair Lopez.

II. Roll Call

| Present | Absent | Staff | Guests |
|-----------------------------|------------------|--------------------|---------------|
| Rudy Granillo | Nawshin Sabah | Alejandra Aparicio | |
| Iman Khan (A.S. Liaison) | Dr. Mirna Sawyer | Alexander Gonzales | |
| Nidharsh Kempegowda | | Angela Gattoni | |
| Daniel Lopez* | | Audrey Martinez | |
| Devaansh Mann | | Dr. Tari Hunter | |
| Marilyn Orantes | | Janessa Reyes | |
| Cecilia Ortiz | | Jeremy Hamlett | |
| Heet Patel | | Joseph Illuminate | |
| Joaquin Macias | | Joshua Fleisher | |
| Vyom Pathak | | Kristen Pichler | |
| Cesar Rosales | | Layla Fonseca | |
| Dr. Freddie Sanchez | | Malahat Zhobin | |
| Steven Wang | | Natalie Johnson | |
| Dr. Edith Winterhalter* | | Rolando Cabral | |
| | | Ryan Hairapetian | |
| | | Samantha Liu | |
| | | Shelley Sakoda | |
| | | Steven Wein | |
| | | Tim Rasmussen | |
| | | Vincent Mele | |

* TEAMS video participant

III. Approval of Agenda

M/S/P (V. Pathak / R. Granillo) Motion to approve the agenda for May 5, 2025.

Motion passed 12-0-0.

IV. Approval of Minutes 04/07/2025

M/S/P (R. Granillo / N. Kempegowda) Motion to approve the minutes for April 7, 2025.

Motion passed 11-0-1.

V. Open Forum

Student Recreation Center (SRC) Intramural Lead Student Assistant Laylah Fonseca thanked the Board for sending her to Grand Canyon University at Regionals. L. Fonseca officiated the top club teams in region 6 and the Women's Championship game. She became 1 out of 55 officials to be selected to officiate at National Intramural and Recreational Sports Association (NIRSA) in Madison, Wisconsin. L. Fonseca also thanked Intramural Sports & Day Camp Coordinator Demetrius Scott and Acting Co-Director of the Student Recreation Center Jeremy Hamlett for teaching her the necessary skills to officiate. She concluded by expressing how these opportunities were a great experience and appreciated the support.

VI. Chair's Report

Chair Lopez shared some brief updates, after acknowledging that it is almost the end of the semester. Chair Lopez encouraged everyone to take care of themselves amid finals season and highlighted programs and resources, such as Crunch Time, Oasis Wellness Center, University Counseling Services, and University Library. He motivated everyone to keep pushing forward.

VII. Vice Chair's Report

Vice Chair Orantes reported on updates on the Internal Review Committee (IRC) and Parent Scholar Support Affinity Group. The IRC has been meeting bi-weekly and making progress toward reviewing the Bylaws. She highlighted some of the Parent Scholar Support Affinity Group's latest achievements and projects, including creating a Canvas page for parent scholars, which she thanked Director Sanchez for supporting; Virtual Hubs on Fridays at 11:00 a.m. for parent scholars to learn about CSUN programs and services; a financial management workshop presented by Premier America and the Parent Scholar Resource Center; [a new parent scholar website](#); the first ever Parent Scholar Graduation Celebration on May 7, 2025 at 4:00 p.m. in The Orchard Conference Center.

Additionally, Vice Chair Orantes shared information about AB2458, Greater Accessibility, Information, Notice & Support (GAINS) for Student Parents Act. Although the bill uses the term, "student parents," Vice Chair Orantes clarified that those in the group use the term, "parent scholars," because they are parents first. On September 29, 2024, Gov. Gavin Newsom signed AB2458, which aims to enhance support for parent scholars in California. The bill standardizes the financial aid process by making automatic adjustments to the cost of attendance, addressing the unique challenges faced by first-generation students of color. It seeks to improve access to higher education for parent scholars, ensuring they can afford, enroll in, & successfully complete their educational journeys.

Vice Chair Orantes concluded her report by thanking everyone for their dedication to supporting the USU. She provided well wishes and encouraged everyone to utilize the Oasis Wellness Center and Crunch Time during finals week.

VIII. Executive Director's Report

Director Ortiz highlighted major updates from the Executive Director's Report. Recruitment opened for the Facilities Planning Coordinator. Intramural Sports & Day Camp Coordinator Demetrius Scott moderated a keynote address for, "The Power of Character in Camp," at the American Camp Association (ACA) Spring Leadership Conference. The DREAM Center, Pride Center, and Veterans' Resource Center collaborated on a three-day graduation cap decorating event, called, "Snaps & Caps," where graduating students could decorate their caps, celebrate

their accomplishments, and connect with peers. Additionally, the DREAM Center held the first of three affinity graduations, “UndocuGraduation,” to celebrate graduating Matadors who identify as undocumented, DACAmented, or mixed-status. The Programs Department hosted the USU’s spring annual event, “Night Market,” which fostered community by featuring a live DJ, food trucks, student vendors, face painting, balloon art, and more. The SRC turf project is now complete; Director Ortiz encouraged everyone to see the turf with the new logo. Sunny Days Camp is sold out as of April 8; the program will run from June 8 to August 9. Director Ortiz recognized SRC Intramural Lead Student Assistant Laylah Fonseca for her achievement in being the first Intramural Sports employee to be selected to officiate at the National Intramural and Recreational Sports Association (NIRSA) Championship Series basketball tournament. Lastly, Director Ortiz mentioned the USU’s recognition at the 2025 Association of College Unions International (ACUI) Annual Conference’s, “Steal This Idea,” competition, receiving five (5) awards.

IX. A.S. Report

Associated Students (A.S.) Vice President Khan shared some updates from the last A.S. Senate meeting held earlier that day. The A.S. Executive Director Search has concluded all interviews. The Search Committee sent a recommendation to the Personnel Board and was approved by the Senate. The decision will be made public after a consensus has been reached. The Cal State Student Association (CSSA) passed a resolution through Systemwide Affairs and Board of Directors that supported trans students’ rights. The resolution came after an incident at SJSU for allegedly having a trans student athlete on the volleyball team. Additionally, A.S. Senate passed a resolution supporting trans students. CSSA also recognized A.S. Chair of Legislative Affairs Keiry Saravia, recipient of the Student Activist of the Year Award, and A.S. President Katie Karroum, Vice President-elect for System-Wide Affairs. A.S. Vice President Khan ended her report by expressing gratitude for sitting on the USU Board of Directors this year, mentioning how excited her successor is to work with the BOD next year.

X. Committee Reports

A. Diversity & Inclusion

Director Granillo shared that the committee is progressing toward its annual goal of supporting undocumented student success, particularly through exploring new fellowship opportunities with the DREAM Center. They had a follow-up meeting with the DREAM Center on April 24. The committee remains focused on identifying at least two best practices related to “Know Your Rights” visibility and fellowship funding, as part of their goal. Director Granillo is also serving on the review committee for the Justice scholarships. Additionally, the committee hosted a successful development event at Yard House on April 13 to foster team connection, despite a few absences. Lastly, Director Granillo took a moment to share a heartfelt thanks to the Board of Directors for choosing him to be the recipient of the “BOD Member of the Year Award” presented at the USU’s Year End Celebration held on May 2, 2025.

B. Facilities & Operations

Director Mann shared that the committee has completed both of their goals and thanked the Board of Directors for their support. They recently passed the action item regarding the Future of the Plaza Pool, which would be presented later in the meeting. Their last meeting shifted from May 16 to May 23 virtually, due to Directors Mann and Kempgowda’s graduation occurring that day.

C. Finance

Director Pathak reported that the committee thoroughly reviewed, discussed, and passed the following items that would be presented later in the meeting:

- 2024-25 Additional Major Purchase, Repairs & Replacements Allocation Request
- 2024-25 Additional Capital Outlay Allocation Request
- 2025-26 Capital Outlay Allocation Proposal
- 2025-26 Major Purchase, Repairs & Replacements Allocation Proposal
- 2025-26 Designated Reserves Allocation Proposal

Director Pathak expressed that he was looking forward to engaging in further dialogue and ensuring they remain aligned with their goals.

D. Personnel

Director Sabah was absent for the meeting, so Chair Lopez encouraged everyone to read her report in the packet.

Director Sabah's written report provided updates from the committee's last couple meetings. They met quorum on April 9 and engaged in thoughtful discussion regarding a new recommended policy that would extend benefit eligibility for long-term staff who exhaust FMLA and CFRA benefits under the law. The committee did not meet quorum on April 23 but continued to discuss the possibility of shifting the FMLA and CFRA policy goal for the next Board. Director Sabah is looking forward to their last meeting of the year on May 7. She concluded her report by thanking Executive Secretary Kristen Pichler.

E. Retirement

Vice Chair Orantes provided a recap of the last meeting on February 25:

Second Quarter Retirement Plan Review 2024

- Cash balances: 403(b) \$5,054,513 & 403(a) \$3,751,437 which totals \$8,805,950
- Investment performance was down 0.65%. For the year it was up 12.77%.

Retirement Plan Expenses

- USU's participation fee (0.77%) is lower than the Average Plan fee (0.92%).
- When including USU-subsidized planner costs, the total fee matches the average at 0.92% VEBA.
- As of August 31, 2024, the balance is at \$4,503,182.
- USU continues to contribute \$33,333.33 monthly to fund VEBA for 2024-2025.

The committee's next meeting will be on May 19 or May 21.

F. Internal Review

Vice Chair Orantes reported that the committee finalized a draft for the Expectations & Responsibilities for Committee Members form for the Board's review later in the meeting. Additionally, the committee finished reviewing Bylaws Articles 1-4 and had minor revisions. They are in progress with reviewing Articles 5-7. The committee will likely begin reviewing the Scholarship Policy in Fall 2025.

XI. Action Items

A. Expectations & Responsibilities for Committee Members Form

Motion out of the Internal Review Committee to recommend the approval of the Expectations & Responsibilities for Committee Members Form.

In alignment with Board of Directors Goal #3, the Internal Review Committee conducted a comprehensive review and revision of the Expectations & Responsibilities form for Student and Non-Student Directors. During this process, it was found that BOD Committee Members did not have a similar form. The Internal Review Committee approved a new form for Committee Members to review and sign upon appointment, maintaining alignment with current governance practices and organizational priorities.

During discussion, it was recommended that the language for line-item number 2, "Attend your respective committee meetings as designated by your Committee Chair," be revised to state:

"Attend your respective committee meetings as designated by your committee."

M/S/P (F. Sanchez / R. Granillo) Motion to amend the Expectations & Responsibilities for Committee Members Form with the recommended revised language for line-item number 2.

Motion to amend passed 11-0-1.

Motion to approve the amended Expectations & Responsibilities for Committee Members Form.

Motion passed 12-0-0.

B. Future and Funding of the Plaza Pool

Motion out of the Facilities & Operations Committee to recommend the approval of Option 3 to decommission the Plaza Pool and prepare the site for future use by landscaping and beautifying the site.

The Plaza Pool has been closed since August 2024 due to The Valera NEST construction, and a recent inspection by the County of Los Angeles identified \$1.7 million in required repairs to meet current health and safety standards, including compliance upgrades and concrete deck replacement. In partnership with CSUN Facilities Planning, Design and Construction the USU has received preliminary estimates for decommissioning the pool, ranging from \$642,000 for a basic infill to \$941,000 for full removal and site preparation, with an additional \$250,000 projected for landscaping.

Three options were presented in the packet:

- Option 1: Execution of all required repairs and modifications to bring the Plaza Pool into compliance and replace the deck concrete.
- Option 2: Decommission the Plaza Pool and infill the pit only.
- Option 3: Decommission the Plaza Pool, prepare the site for future use by landscaping and beautifying the site.

Aquatics Manager Ryan Hairapetian stepped up to the podium to clarify any questions from the Board. R. Hairapetian stated that SRC members and community members used the Plaza Pool when it was open. Since its decommission, only those who have an SRC membership were redirected to use the SRC pool. Additionally, Sunny Days Camp will be redirected to use the Plaza Pool and different changing stations. Clubs and organizations that would normally have access to the Plaza Pool have been using the pool in Redwood Hall. There would be no county fees related to the fixes if the pool was decommissioned because the violations would then be obsolete. The idea of a partial SRC membership to encompass only the pool would be challenging to monitor, so it is not being considered at this time.

In response to Director Macias' concern about community accessibility to a pool without purchasing an SRC membership, Assistant Executive Secretary Jeremy Hamlett said that only about five to six community members have asked about the pool's reopening, but they will work on a campaign to communicate that the perk is ending.

Several Directors voiced their support for Option 3.

Director Winterhalter left at 1:24 p.m. and returned at 1:26 p.m.

Motion passed 12-0-0.

Motion out of the Finance Committee to recommend the approval of an additional \$1,026,000 allocation from the Major Repair and Replacement Fund the Plaza Pool Deck Project in order to decommission the Plaza Pool.

The Plaza Pool Project was approved by the Board of Directors in the academic year 2024-2025 with an initial funding of \$165,000.

Motion passed 12-0-0.

C. 2024-2025 Additional Capital Outlay Request

Motion out of the Finance Committee to recommend the approval of the reallocation of \$42,582 from the Games Room Pool Tables, ADA Plaza Pool Chair, and VDI Infrastructure Storage Upgrade to fund the SRC Top-level Training Zone front desk and SRC partition curtain replacement.

The SRC Top-Level Training Zone front desk was mistakenly purchased using the AMEX corporate card and incorrectly charged as an expense instead of a capital outlay. This was identified during the routine monthly audit, and such purchases require prior approval from the Finance Committee and Board of Directors. Additionally, the divider curtain for the badminton and volleyball courts was damaged due to a misalignment that caused it to get caught in the motor. While functionality was temporarily restored, the curtain remains at risk of further damage and potential failure. Replacing it proactively is essential to avoid disruptions to programming, member access, and revenue.

Motion passed 12-0-0.

D. 2025-2026 Capital Outlay Allocation Proposal

Motion out of the Finance Committee to recommend the approval of the 2025-2026 Capital Outlay Allocation Proposal in the amount of \$41,672.

Capital outlay or fixed assets are defined as a single item with a value greater than \$5,000 that has a useful life of more than one year and can be used in a productive capacity in the USU. The Capital Outlay Allocation Proposal is separate from the Operating Budget Proposal. A 10% financial contingency has been added to the base cost of each item to allow for potential price increases.

Motion passed 12-0-0.

E. 2025-2026 Major Purchase, Repairs & Replacements Allocation Proposal

Motion out of the Finance Committee to recommend the approval of the 2025-2026 Major Purchases, Repairs, and Replacements Allocation Proposal in the amount of \$423,410.

The funding source for major repairs and replacements is the USU's Repair and Replacement fund (53501) administered by the campus on behalf of the USU. Expenditures from this fund are recorded in the University's accounting records. A 10% financial contingency has been added to the base cost of each item to allow for potential price increases. The three requests and corresponding justifications from Maintenance, Reservations & Event Services (RES), and Technology Support Services (TSS) were presented in the packet.

Operations Manager Tim Rasmussen stepped up to the podium to answer questions regarding the proposal of replacing chairs for RES. There are about 650 red chairs, 370 of which they are trying to replace using the USU's Repair and Replacement fund, with varying conditions. All of the red chairs have metal exteriors that damage the facilities, which is why they plan to use the Reserve fund to replace the other half this year. These chairs are typically stationed in the East Conference Center but are sometimes used in other event spaces. In response to Director Macias' inquiry, T. Rasmussen stated that the chairs would be ideally donated, but many chairs are damaged or falling apart, so it has been difficult to find people to take them without requiring an additional cost of delivering the chairs to them. Director Macias expressed concern over disposing of the chairs, as furniture is a primary contributor to landfills. Since the USU does this sort of replacement every now and then, Director Macias asked whether the USU has a policy or plan for the old items. Associate Director of Accounting and Finance Joe Illuminate confirmed that the USU has a Fixed Asset Policy that contains provisions for obsolete items, where the organization donates, sells, or gives items to another entity on campus. Director Patel also clarified that if any campus department wanted the items, the USU would offer free pick-up during a certain timeframe and that a budget would be set aside if the chairs were to be recycled.

Motion passed 12-0-0.

F. 2025-2026 Designated Reserves Allocation Proposal

Motion out of the Finance Committee to recommend the approval of the 2025-2026 Designated Reserves Allocation Proposal in the amount of \$804,839.

Designated Reserves are set aside for payroll-related items such as general salary increases, vacation advances, employer-paid payroll taxes, and funding for the Retirement Health Benefits Plan (RHBP). The 2025-2026 Designated Reserves Allocation Proposal was presented in the packet. Associate Director of Accounting and Finance Joe Illuminate clarified a few minor questions from Directors.

Motion passed 12-0-0.

G. MataCare Fund Reallocation

M/S/P (M. Orantes / F. Sanchez) Motion to approve the transfer of remaining Matacare DACA fund balance of \$3,120 to the Matacare General Fund to assist with emergency relief funding for students.

In 2017, the USU Board of Directors allocated \$50,000 from undesignated reserves to help DACA students cover the \$495 renewal fee after the Trump Administration moved to end the program. The funding addressed an abrupt October 5 deadline that left many students financially unprepared. Over time, the number of DACA students at CSUN declined, and since 2020-2021,

the dedicated DACA fund has remained unused. The USU now receives a \$50,000 grant from The Change Reaction's Nonprofit Angel Fund, which supports undocumented students for broader needs, including legal fees. As a result, it is recommended that the remaining \$3,120 in the DACA fund be consolidated into the Matacare General Fund for wider emergency student support.

Motion passed 12-0-0.

XII. Discussion Items

A. Pending Litigation – Closed Executive Session

M/S/P (C. Ortiz / R. Granillo) Motion to table this Discussion Item to a later date.

Director Ortiz shared that former Executive Director Debra Hammond will return in June with CSUN Associate Vice President of Facilities Development & Operations; Facilities, Planning, Design, and Construction Ken Rosenthal to present this item.

Motion passed 12-0-0.

XIII. Announcements

Acting Board of Directors Leadership and Administrative Coordinator Janessa Reyes reminded Directors that their Year End Reports are due on Wednesday, May 21 and will be presented during the BOD meeting on June 2. The BOD Orientation was set to June 5 but will be revisited and announced once confirmed. Current Directors are expected to attend Orientation. Additionally, Transition Ceremony is on June 9 and a save-the-date has been sent for Summer Retreat from July 8 to July 10.

Director Sanchez announced that the Justice Scholarship online applications close on May 11. He encouraged everyone who qualify to apply or spread the word. Approved by the Board in 2023, the Justice Scholarships provide support for Latinx/a/o/e, African American/Black, Native American, and APIDA students.

XIV. Adjournment

Chair Lopez adjourned the meeting at 2:03 p.m.

Respectfully submitted by,



Cecilia Ortiz,
Executive Director