

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
APRIL 16, 2018
GRAND SALON
MINUTES**

I. Call to Order

The regular meeting of the USU Board of Directors was called to order at 12:32 p.m. by Chair Iris Ramirez.

II. Roll Call

Present	Absent	Staff	Guests
Shannon Ashford	Sharon Eichten	Jimmy Francis	Matthew Contreras
Frank Benkovic	Maria Elizondo	Agustin Garibay	Ryan Mason
Stephanie Flores-Temix	Jonathan Goldenberg	Jeremy Hamlett	
Marquita Gammage	Shelley Ruelas-Bischoff	Joe Illuminate	
Debra Hammond		Raymond Juarez	
Jazmin Hernandez		Sarina Loeb	
Michael Odinlo		Carol Nardini	
Amber Perkins		Jonathan Navarro	
Iris Ramirez (<i>left at 2:06 p.m.</i>)		Kristen Pichler	
Tonee Sherrill		Dave Ross	
Avi Stewart		Freddie Sanchez	
Bhernard Tila		Randy Sorensen	

III. Approval of Agenda

M/S/P (M. Odinlo/T Sherrill) Motion to approve the agenda for April 16, 2018.

M/S/P (M. Odinlo/S. Ashford) Amendment to the motion to add Discussion Item B, Compensation Packet, to the agenda.

There was no discussion.

Amendment passed 11-0-0.

Motion, as amended, passed 11-0-0.

IV. Approval of Regular Meeting Minutes

M/S/P (M. Odinlo/S. Flores-Temix) Motion to approve the regular minutes for the March 12, 2018 meeting.

Motion passed 11-0-0.

Approval of Emergency Meeting Minutes

M/S/P (M. Odinlo/M. Gammage) Motion to approve the emergency meeting minutes held after the regular meeting on March 12, 2018.

Motion passed 11-0-0.

V. Open Forum

Sarina Loeb, Coordinator, Pride Center & LGBTQ Initiatives, addressed the board and said that the Pride Center received a Certificate of Recognition from the 46th Assembly District for its leadership and LGBTQ advocacy at the #Out4MentalHealth Queer and Trans People of Color (QTPOC) Town Hall held at Bienestar on April 12.

Director Hammond introduced Agustín “Augie” Garibay, the Assistant Director, Diversity Initiatives (He/Him/His; B.A. in Sociology/Anthropology and M.A. in Education: Counseling from the University of Redlands). Mr. Garibay said he worked for the Matador Involvement Center (MIC) for 10 years. Prior to that, he worked in admissions and outreach, diversity and inclusion, and multicultural student affairs, at three other universities. He plans on utilizing his experience with the MIC and cross-cultural centers to now support the USU. He has an open door policy and invites students to stop by. Director Hammond said she is excited to have Mr. Garibay work for the USU. His experience will bring newness and compliment what the USU is planning to do. This position will also work with

the Chief Diversity Officer on campus. Hammond said that after graduating, students have reported that they felt ill-prepared to deal with micro-aggression issues in the work-place. New training will emphasize how to navigate these issues with grace and education.

VI. Chair Report

Chair Ramirez said that Director Naqvi recently left the board, and will no longer act as the board's representative for the Student Fee Advisory Committee. Director Hernandez will replace Director Naqvi on the committee. Director Ashford will be leaving the board in June. Interviews will be conducted to seek qualified and eligible directors for the two open spots. Three current board members have been re-elected for the 2018-2020 fiscal year: Michael Odino, Frank Benkovic and Bhernard Tila. The two newly elected board members are: Arrah Ebot Enaw and Raquel Cetz-Tamayo. The Distinguished Alumni Awards Dinner is scheduled for Saturday April 21, 2018. Joe Illuminate will review financial matters with the board in a training scheduled for Monday, May 21.

VII. Vice Chair Report

Vice Chair Odino reported that at the Retirement Plan Committee meeting on March 28, a review of the plan took place. Matador Nights is April 20, 9:00 p.m. to 1:00 a.m. and he encouraged the board to come out and support this major event.

VIII. Executive Director Report

Director Hammond said that the ACUI Annual Conference held in Anaheim, California, March 21-25, was a tremendous conference. As part of the event, 38 conference attendees signed up for a tour of the USU on March 21, for which the USU received positive feedback. One of the highlights at the conference included Beverly Ntagu, Student Assistant, Reservations and Events Services. She was selected to be one of four students to speak during the Student Voices Panel. Her presentation was very well-received. Jesseanne Pope, the Pride Center Supervisor, has resigned due to a family medical emergency.

IX. A.S. Report

In Mr. Goldenberg's absence, Chair Ramirez reported that Beverly Ntagu was the President-elect of A.S.

X. Committee Reports

Chair Ramirez asked the committee chairs to share their reports.

- Facilities & Commercial Services: Chair Bhernard Tila said that at its last meeting, the committee discussed the DREAM Center Expansion and additional solar powered charging station umbrellas. The committee made a visit to the Veterans Resource Center.
- Finance Committee: Chair Jazmin Hernandez said that the committee discussed the purchase of 40 outdoor tables for the Plaza del Sol. LPA consultants recommended the Tangent Ensemble tables with extruded aluminum slats provided by the Forms & Tables Company. The Tangent Ensemble frames are comprised of vandalism-resistant aluminum. The aluminum is 100% recyclable and has an extremely high end-of-life intrinsic value. The Tangent tables would be a combination of 4-seat ADA compliant tables and 6-seat tables. Director Hammond said more research is needed because the tables must have sufficient weight to prevent theft.
- Personnel Committee: Chair Shannon Ashford said the board will vote on the Educational Fee Reimbursement Policy at today's meeting.
- Mentor Program Ad Hoc Committee: Chair Avi Stewart said he met with Sharon Kinard, Manager, Administration & Assessment, to discuss the program for next year.
- Diversity & Inclusion Ad Hoc Committee: Chair Frank Benkovic said the committee members accompanied the Facilities & Commercial Services Committee members to the Veterans Resource Center.

XI. Action Items

A. Educational Fee Reimbursement Policy - Update

Motion from the Personnel Committee to approve the updated Educational Fee Reimbursement Policy effective July 1, 2018.

Director Ashford said that USU staff recommended updates to the current policy for purposes of clarification and ease of administration. She reviewed a few of the changes with the board, and said that staff who wish to complete a degree or receive a professional certification, must work at least one year after completion. Educational fees reimbursement may not be provided if an employee separates from the University Student Union within one year of completing a degree or receiving professional certification. When referring to the cost of six (6) graduate units the word "semester" was removed and the following language was added: "summer,

fall, winter and spring term.” This statement was added: “Any tax consequence to an employee resulting from educational fee reimbursement shall be born exclusively by the employee.”

There was no discussion.

Motion passed 11-0-0.

B. USU Promotions & Publicity Posting Policy

Motion from the Facilities & Commercial Services Committee to approve the revisions to the USU Promotions & Publicity Posting Policy and Procedures.

Director Tila said that this policy was brought to the board at its March meeting during which discussion took place regarding the use of the policy language of “in or on the USU.” Directors asked if the language accurately described where postings should be placed or if other language would be more descriptive. Directors voiced their opinions regarding the use of the words to describe the postings and whether a statement needed to be included to help clarify if postings in the USU should be consistent with the USU mission. It was then decided to refer this matter back to the committee.

Tila said that the committee made revisions to include clarification of the policy language from “in or on” to “within or on” and that external entities that are not consistent with the USU’s mission and values are prohibited from being able to post at the USU.

Director Sherrill asked if the postings are not consistent with the mission and values of the USU, does that go against the First Amendment/Free Speech? Director Hammond said she would consult with the USU’s legal counsel.

Motion passed 11-0-0.

C. Sol Center Gender-Inclusive Restroom

Motion from the Facilities & Commercial Services Committee to approve the conversion of the USU Sol Center second floor men’s restroom to a gender-inclusive restroom.

Director Tila said that recently the Facilities and Commercial Services Committee (F&CS) attended a Diversity and Inclusion Committee (D&IC) meeting and discussed some of the necessary needs of students at the USU Pride Center. The lack of access to gender-inclusive restrooms at the Sol Center was one of the needs that students expressed during the D&IC meeting. The Sol Center is the main hub of the USU and it is crucial that a gender-inclusive restroom be created at the Sol Center as it reflects the mission and values of the USU’s goals of diversity and inclusion. Gender-inclusive restrooms operate as any other restroom and serve the same purpose. By converting the USU Sol Center’s second-floor men’s restroom to a gender-inclusive restroom, it would allow better accessibility and privacy to students. If approved, the anticipated construction would begin the first week of July 2018, with the goal of finishing the construction before the beginning of the 2018 fall semester.

Director Tila said that students completed a survey that had two questions. The first question: which floor should the gender-inclusive restroom be on, the second or third floor of the USU Sol Center. The second question: students were asked to share about what it would mean to them to have a gender-inclusive restroom within the Sol Center. Tila quoted one of the responses “I feel that this is necessary, especially since the Sol Center houses the Pride Center, where there are so many individuals who use this space. I feel this will aid in building the bridge of creating/housing an inclusive space for anyone/everyone.”

Director Benkovic addressed the board and read a response to one of the questions. “Gender-inclusive restrooms create a more accessible and convenient space for all people. Although transgender and LGBTQ+ people are particularly impacted by the lack of access to safe restrooms, many other people would benefit from gender-inclusive restrooms including parents with children, caregivers, cisgender people who do not dress or express themselves according to societal norms based on their assumed gender identity. Additionally, there are people on our campus who have to actively seek out safe restrooms to use which significantly interferes with their daily life. Instead of focusing on school, trans and gender non-conforming students, among others, have to stress about finding an accessible, safe, and inclusive restroom.”

Director Flores-Temix said it is important how students feel. She read a couple of responses from the survey including “I want gender-inclusive restrooms in all buildings and on all floors. I am tired of having bathrooms being segregated and having to walk across campus just to pee. I am tired of the constant remarks and harassment when I go into the bathroom of the gender I was assigned. Not only does it compromise my safety, it affects my mental health.” “It means that we will be putting a higher value and sense of respect to the trans community. It’s about time we start respecting trans people. Binary bathrooms are not a healthy thing for society.”

Mathew Contreras, a student, addressed the board and said it was important that the Sol Center create gender-inclusive restrooms. There are very few gender-inclusive restrooms on the campus and most students have to walk to the other side of campus to find one. It will help if there is one next to the Pride Center. He commented that people have experienced trauma regarding restrooms.

Discussion included that there will be two stalls in the bathroom and the toilet stall walls will be from floor to ceiling. The Oasis has a gender-inclusive bathroom with many stalls. Director Sherrill commented on the wording on the Educational Signage, Interior and Exterior, both of which include a paragraph that says: “If you are uncomfortable using a Gender-Inclusive Restroom.....” Sherrill asked if another word instead of “uncomfortable” could be used. Director Hammond said they will change the wording. Joe Illuminate, Associate Director, Accounting & Finance, said that the board is not approving the financing of this motion, just the concept. He suggested the board change the wording of the motion.

M/S/P (B. Tila/T. Sherrill) Amendment to motion to change the wording of the motion to read as follows:

“to approve the concept of the conversion of the USU Sol Center’s second floor men’s restroom to a gender-inclusive restroom.”

Amendment passed 11-0-0.

Motion, as amended, passed 11-0-0.

D. Aida Salazar Award – Nominations & Vote

Randy Sorensen, Training & Development Specialist, described the qualifications necessary to receive the Aida Salazar Award:

- Must be a member of the CSUN community, and
- Must have significantly promoted and supported the mission of the University Student Union.

Vice Chair Odinlo nominated Anthony Drake Bennett. He said that Mr. Bennett brings diverse students to the USU and is an advocate of students’ rights.

Mr. Sorensen handed out pieces of paper for the board to vote by secret ballot and then collected them. He said that the winner will be announced at the Year-End Celebration scheduled for May 4, 2018.

E. BOD Committee Member of the Year – Nominations & Vote

Randy Sorensen explained the qualifications necessary to receive the Board of Directors Committee Member of the Year Award. The person must be an outstanding committee member. Each Committee Chair will discuss the award with their committee who will then nominate one of their members.

Director Hernandez, Finance Committee, nominated Guadalupe Perez-Barrios saying she works hard and attends all committee meetings. She is a freshman and a very responsible full-time student.

Director Tila, Facilities & Commercial Services Committee, nominated Tammy Rassamekiarttisak and said she is dedicated to the CSUN campus and serving the student population. She is also a new A.S. Senator, Health & Human Development.

Director Benkovic, Diversity & Inclusion Ad Hoc Committee, nominated Michelle Olmedo-Torres and said she was eager to get involved with this committee. She is passionate, cares about others, and is very committed to the meetings.

Director Ashford, Personnel Committee, nominated Noor Chaudhry and said she is a dedicated committee member. She is on-time to the meetings and is dedicated to helping others including family members.

Director Flores-Temix, Co-Chair of the Facilities & Commercial Services Committee, added that Tammy Rassamekiarttisak reaches out to people about the issues on the committee’s agendas; she is invested in its goals and is a student leader.

Mr. Sorensen handed out pieces of paper for the board to vote by secret ballot and then collected them. He said that the winner will be announced at the Year-End Celebration scheduled for May 4, 2018.

F. Faculty Appointment – 2018-2020

M/S/P (M. Odinlo/S. Ashford) Motion to approve the appointment of Marquita Gammage for the seat of the Faculty Representative. The term will take effect with the seating of the board on June 11, 2018, immediately following the transition ceremony. The term will end June 8, 2020.

Director Hammond said that the Faculty Representative seat is up for renewal every two years and the President of the Faculty Senate makes a recommendation. Occasionally, the current representative requests another two-year term. President Adam Swenson recommended Director Gammage’s reappointment. Hammond said that

Director Gammage is always at meetings, asks good and cogent questions, was a member of the Renovation Committee and involved in the site visits. She is a dedicated member of the board. Other board members expressed their approval of Director Gammage's re-appointment to the board as its Faculty Representative.

Motion passed 11-0-0.

XII. Discussion Items

A. MEC Open House – May 2

Director Hammond said that MEC stands for "Multi-Purpose Event Center," a project proposed by CSUN. CSUN is requesting student input and feedback on the potential development of a 10,000-seat Multipurpose Event Center (MEC) on the CSUN campus. The MEC would support a wide variety of opportunities for student engagement through major concerts, cultural events, athletic events, speakers and many other experiences. Students are invited to learn more about the project and share their opinions at an open house. The campus is working with The Nations Group, a consulting firm that assesses the feasibility of constructing multi-purpose facilities/arenas on college campuses. The May 2 open house will take place in the Grand Salon from 10:00 a.m. to 2:00 p.m. Brailsford & Dunlavey and LPA will be present and assist with surveys and feedback to determine student interest.

Discussion included whether the MEC Open House would be confused with what the USU is currently interested in doing by creating a multi-ethnic center. Director Hammond said that confusion was possible and advertising will not take place until after the USU student open house event was over.

Chair Ramirez left at 2:06 p.m.

B. Compensation Package

Director Hammond said that in 2016, the USU hired consulting firm, Employers Group to conduct a compensation analysis of the USU's Regular (staff) employment positions. As part of its work, Employers Group conducted (1) an independent exemption analysis to determine whether our positions were correctly classified as exempt or non-exempt, (2) a job analysis which later was used to help categorize USU positions by grade and (3) salary range recommendations for each of the proposed grades. Hammond said that while Kristen Pichler, Associate Director, Human Resources & Professional Development, was satisfied with the exemption analysis, she had concerns about the job analysis as it did not take into consideration the student development aspect of many of the USU's staff positions, and the recommended grades and associated salary ranges did not always reflect alignment and comparability with the CSU's classification system and salary schedule. After considerable review, including consultation with University Human Resources, Pichler developed a classification and compensation system that is more closely aligned with the University's structure. In conjunction with this, the individual salaries of all Regular staff have been reviewed for purposes of internal equity and in conjunction with the Equal Pay Act, a one-time salary adjustment has been made to a number of staff positions. In addition to complying with the law, it is anticipated that the updated classification and compensation system will assist the USU in both recruiting and retaining qualified employees.

XIII. Announcements

- Director Perkins said that April 21 at 6:00 p.m. in the Northridge Center, the African Student Association will present its third annual cultural show "Streets of Africa." All are invited.
- Director Flores-Temix reminded the board that Matador Nights was scheduled for April 20 and that it is important for the board to attend USU events and show its support.
- Director Benkovic reminded the board that the Diversity & Inclusion Ad Hoc Committee would meet April 27 and all are invited.
- Director Sherrill said information regarding the ACUI Region 1 elections would soon be sent to all its members and that he hoped the board would respond and vote.

XIV. Adjournment

Vice Chair Odinlo adjourned the meeting at 2:22 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director