

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
FINANCE COMMITTEE MINUTES  
FRIDAY, MARCH 27, 2026  
MINUTES  
SOL CENTER, EXECUTIVE BOARD ROOM, 3<sup>RD</sup> FLOOR**

**I. Call to Order**

Chair, V. Pathak, called the meeting to order at 2:31 p.m.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff/Guests</b>
Ruya Jesani, Student Committee Member* (voting)		Alexander Gonzalez, USU IT Manager
Joseph Illuminate, Executive Secretary (non-voting)		Christopher Jensen, Technical Coordinator, USU Reservations and Events Services
Laura Pacas Menendez Student Committee Member* (voting)		Jolee Innocent, Accounting & Finance, SASA II
Honey Modi, Committee Co-Chair (voting)		Rolando Cabral, Facilities Planning Coordinator
Jeshua Navarro, Student Committee Member (voting)		Samantha Liu, Associate Director, Operating Services**
Cecilia Ortiz, Executive Director* (non-voting)		Vincent Mele, Facilities Maintenance Supervisor
Dr. Freddie Sanchez, Interim Assistant VP, Student Equity & Inclusion, Student Affairs*** (voting)		
Vyom-Vimalkumar Pathak, Committee Chair (voting)		
Jainam Parikh, Student Committee Member (voting)		
Dr. Edith Winterhalter, Associate AVP for Budget & Strategic Business Ops, Administration & Finance (voting)		

- \*\* Attended via Zoom
- \* Ruya Jesnai arrived at 2:31 p.m.
- \* Cecilia Ortiz arrives at 2:36 p.m.
- \* Laura Pacas Menendez arrives at 2:37 p.m.
- \*\*\* Dr. Freddie Sanchez arrives at 2:36 p.m. and attended via zoom

**III. Approval of Agenda**

**M/S/P** (V. Pathak/J. Navarro) Motion to approve the Agenda for March 27, 2026.

*Main Motion approved by General Consensus*

**IV. Approval of Minutes**

**M/S/P** (J. Parikh/J. Navarro) Motion to approve the Minutes for March 06, 2026.

*Main Motion approved by General Consensus*

**V. Chair’s Report**

A. Chair V. Pathak announced that the Night Market event will take place on April 27, 2026. He encouraged all committee members to attend.

**VII. Discussion Items**

**A. Capital Outlay Allocation Proposal**

Technical Coordinator, Christopher Jensen, led the discussion of the 2026-27 Capital Outlay Allocation Proposal.

There is a total of six items in the Allocation Proposal totaling \$192,788. A 10% financial contingency is included to account for potential prices increases.

The following table lists the cost and justification for each item:

**University Student Union  
Capital Outlay Allocation Requests  
2026-27**

Project No.	Dept No.	Dept Name	Requestor Name	Item Description	Fixed Asset Type	Base Cost (includes Sales Tax & Shipping)	Contingency	Total Cost
1	35050	Reservations and Events Services	C. Jensen	Flatbed Golf Cart Request	Equipment	\$ 41,437	\$ 4,144	\$ 45,581
2	35050	Reservations and Events Services	C. Jensen	Grand Salon Projector	Equipment	\$ 66,701	\$ 6,670	\$ 73,371
3	35050	Reservations and Events Services	C. Jensen	Grand Salon	Equipment	\$ 17,999	\$ 1,800	\$ 19,799

Project No.	Dept No.	Dept Name	Requestor Name	Item Description	Fixed Asset Type	Base Cost (includes Sales Tax & Shipping)	Contingency	Total Cost
				Projector Lens #1				
4	35050	Reservations and Events Services	C. Jensen	Grand Salon Projector Lens #2	Equipment	\$ 14,125	\$ 1,412	\$ 15,537
5	35050	Reservations and Events Services	C. Jensen	Portable Event Power Source	Equipment	\$ 19,000	\$ 1,900	\$ 20,900
6	35050	Reservations and Events Services	C. Jensen	Portable Event Power Source Battery	Equipment	\$ 16,000	\$ 1,600	\$ 17,600
<b>Total</b>						<b>\$ 175,262</b>	<b>\$ 17,526</b>	<b>\$ 192,788</b>

JUSTIFICATIONS	
1	<p>There is an ongoing need for USU Reservations &amp; Event Services to move equipment across campus to support events; purchasing another golf cart would help facilitate this need. Currently the USU has 3 carts for routine use which are primarily used for transporting people. The model that is being proposed is a Club Car Urban XR. This model offers several features missing in our current carts. The key features are a 6.9 ft. bed with removable stake sides for large equipment loads and a fully enclosed cab to protect drivers and passengers from weather. Currently, none of our carts provide any element protection for moving around campus while it is raining. This model also features all safety enhancements and maintenance free lithium batteries. With this chosen model, RES will be able to have a resource to transport equipment to offsite rentals quicker and safer. This will become beneficial during the construction of the Gateway project where multiple buildings will be impacted.</p>
2	<p>The projector currently being used in the Grand Salon needs to be replaced. Due to the age of the projector, it is no longer covered under warranty. In addition, due to the update in window coverings in the Grand Salon after the current unit was purchased, a brighter unit is needed to maintain the experience. This unit will also be able to be used as needed for other large projection needs, creating higher quality experience for our guests. This projection package will consist of different lenses for flexibility in deployment consistent with what is offered now. It is advised to get lenses at the time of purchase. Lens prices vary based on specific lens. There are other items for this purchase such as a road case and fly frame that are not capital outlay and will be included in the department operating budget. Proposed lenses that meet capital outlay requirements are:          .65 - .85:1 - \$12,870          .80 – 1.16 - \$16,400</p>
3	Refer to Justification #3
4	Refer to Justification #3

JUSTIFICATIONS	
5	<p>USU Reservations and Event Services is proposing to purchase a mobile event power supply. This unit will help with powering our production equipment where we do not have sufficient power or typically struggle to make available power sources work. Examples of this are the SRC Turf Field and varying outdoor spaces on campus. This unit is a mobile battery bank offering several advantages over a generator. Advantages include no noise, no odor, lower maintenance, easier to operate. It also eliminates the use of fuel storage since it isn't needed for power. The proposed unit has a modular approach where batteries are "hot swappable" for uninterrupted operation while in use and can host multiple battery units if needed. For the USU we would need one main unit and a secondary battery. This would give enough capacity for any event size for several hours. These units are separate unique items and should be individually accounted for in the purchasing process instead of being thought of as a single item. This unit would be worked into our fee structure for offsite events to help offset the cost of purchase. This proposal is structured with 2 separate items, the main control unit with battery, and a secondary battery for more capacity. Price is based per unit. Preliminary pricing was offered with discount, but it is advised to use regular price for budgetary purposes:</p> <p>Main battery and control unit - \$19,000  Secondary battery unit - \$16,000</p>
6	Refer to Justification #6

**B. 2026-27 Major Purchase, Repair & Replacements Allocation Proposal**

The following individuals led the discussion for the 2026-27 Major Purchases, Repairs, & Replacements Allocation Proposal.

- Rolando Cabral, Facilities Planning Coordinator
- Vincent Mele, Facilities Maintenance Supervisor
- Alexander Gonzalez, USU IT Manager

There is a total of four items in the Allocation Proposal totaling \$1,624,372. A financial contingency is included to account for potential price increases.

The following table lists the total cost and justification for each item:

**University Student Union  
Major Purchases, Repairs, & Replacements  
2026-27**

No.	Dept No.	Dept Name	Requestor	Item Description	Base Cost	Contingency	Total Cost
1	33040	Facilities Planning	R. Cabral	Outdoor Flexible Furniture	\$ 350,000	\$ 35,000	\$ 385,000
2	33040	Facilities Planning	R. Cabral/V. Mele	Replacement of University Student (USU) Maintenance Shop Roof*	\$ 1,032,810	\$ 206,562	1,239,372
3	33040	Facilities Planning	V. Mele	Upgrade HVAC Controls in USU Buildings	\$ 124,000	\$ 18,600	\$ 142,600
4	31350	USU IT	A. Gonzales	VDI Host Upgrade	\$ 164,415	\$ 16,442	180,857
<b>Major R&amp;R Total</b>					<b>\$ 1,382,810</b>	<b>\$ 241,562</b>	<b>\$ 1,624,372</b>

JUSTIFICATIONS	
1	With the recent changes to the Plaza Pool area and deterioration of furniture in other outdoor USU spaces, contemporary furniture is needed to provide students with more spaces to comfortably utilize. The total requested budget is \$350,000. This amount is based on an estimate comparing the cost of The Valera NEST outdoor patio furniture and square footage comparison.
2	The Maintenance Shop roof has reached the end of its useful lifespan and requires replacement. Roof replacements for the adjacent East Conference Center and F-Plant buildings are scheduled for completion by the end of FY 2025-26. Approval of this proposal will complete the roof replacement for this section of the USU complex, providing a new roofing system with an anticipated lifespan of at least 20 years. The total requested budget is \$1,239,372. This amount is based on a TOCA estimate prepared by CSUN Facilities Design, Planning, and Construction and includes an additional 20% contingency to account for unforeseen costs.
3	The HVAC control systems serving the USU buildings are obsolete and require replacement. Upgrading to modern controls will improve system efficiency, enhance sustainability efforts, and align USU operations with current campus standards. The total requested budget is \$142,600. This amount is based on a vendor-provided quote and includes an additional 15% contingency to account for unforeseen costs.
4	<p><b>Purchase of VDI Hosts:</b></p> <p>The request is to <b>purchase new hardware for our Virtual Desktop Infrastructure (VDI)</b>, which supports staff, SAEs, and the USU Computer Lab. The current VDI equipment was purchased in 2021 and works well today, but it is not compatible with the newest version of VMware (version 9). To keep this environment modern, secure, and fully supported by the vendor, we need new hardware that can run the latest software version. This ensures we remain compliant, avoid future support issues, and maintain a stable experience for users.</p> <p>Once the new VDI hardware is in place, we will <b>repurpose the existing 2021 VDI hosts</b> to replace our older server hardware that was purchased in 2017. These 2017 servers currently support 34 critical production systems across USU, including application servers, databases, file storage, web services, domain controllers, and enterprise systems. However, that hardware is no longer supported for newer VMware versions and has been removed from the official compatibility list.</p> <p>While we recently renewed VMware support for three years, the current aging hardware cannot fully take advantage of supported software versions, creating operational and support risks.</p> <p>By moving the 2021 hardware into the server environment and upgrading it to VMware version 8, we reduce risk, improve reliability, and make full use of our remaining support term.</p> <p><b>Overall, this approach allows us to:</b></p> <ul style="list-style-type: none"> <li>• Modernize the VDI platform with fully supported hardware</li> <li>• Replace aging, unsupported server equipment</li> <li>• Reduce operational and security risks</li> <li>• Stay compliant with vendor requirements</li> <li>• Make smart use of existing investments</li> <li>• Ensure long-term stability for USU operations</li> </ul>

**C. Designated Reserves Allocation Proposal**

Co-Chair, H. Modi, led the discussion of the 2026-27 Designated Reserves Allocation Proposal.

The total amount proposed is \$1,001,353. The following table lists the cost for each Designated Reserve Category:

University Student Union

**California State University, Northridge**  
**Designated Reserves Allocation Proposal**

**2026-27**

Designated Reserve Category	Amount	Description
Salary Reserve Pool	\$ 558,618	Salary Pool Reserve*
Employer Paid Payroll Taxes	\$ 42,734	Employer-Paid Payroll Tax Reserve**
Retirement Health Benefits Plan Funding	\$ 400,000	RHBP Funding***
<b>Total Reserves</b>	<b>\$1,001,353</b>	

\*The Salary Reserve Pool includes funds for potential salary increases; Sick Time Payout for retirees in the Retirement Health Benefits Plan; accrued vacation taken as cash (vacation advances); salary reclassifications; and in-range progressions

\*\*The Employer-Paid Payroll Tax Reserve is for paying Social Security and Medicare taxes for the Salary Reserve Pool.

\*\*\*The Retirement Health Benefits Plan (RHBP) provides USU retirees reimbursement for approved healthcare-related expenses. This reserve does not increase overall 2026-27. expenditure budget because the expense has already been incurred in prior fiscal years.

**D. Committee Member of the Year Award**

Chair V. Pathak led the discussion.

Year-End Celebration is a USU signature event that is held annually each May. The event is open to all USU employees, Board of Directors members, Board of Directors Committee members, campus VIPs and others who have had significant involvement with the USU over the past year. The event features an awards ceremony honoring selection of individuals for their contributions and service and is followed by a reception.

This award recognizes a current standing committee member who has demonstrated excellence in their role.

- All standing committees are encouraged to submit nominations for each award.
  - Committee members participate by selecting their nominee for the Board of Directors Committee Member of the Year Award.
    - The Chair and Co-Chairs invite committee members to nominate a fellow student committee member, providing an explanation of why they believe that individual deserves the award.

- The committee will then conduct a vote by secret ballot, which will be tallied by the Chair and Executive Secretary to determine the final nominee.
  - The Chair and Co-Chair announce who is the committee's nominee.
  - The Chair, Co-Chair and professional staff are not eligible to be nominated for the Committee Member of the Year Award.
- At the April Board meeting, a packet for each committee nominee is distributed to Board members for review. Committee Chairs will be asked to read their nomination submission to the Board of Directors.
- The Board will then vote via secret ballot.
- The Committee of Year winner will be announced at the Year End Celebration.

**VI. Action Items**

A. None

**VIII. Announcements**

A. None

**IX. Adjournment**

The meeting was adjourned by Chair, Vyom Pathak 3:29 at P.M.

Respectfully Submitted,

Joseph Illuminate  
Associate Director, Accounting & Finance