



California State University, Stanislaus
UNIVERSITY STUDENT CENTER
BOARD OF DIRECTORS

Minutes

Board Members

Jennifer Galeana-Vasquez
Chair

Melannie Castellanos
Vice Chair

Teresa Serna
Vice Chair of Finance

Vacant
Student Director

Nicolette Padron
Student Director

Janet Rosales
Student Director

Zoe Martinez
Student Director

Noah Wells
Student Director

Ravinder Pelia
Student Director

Maria Marquez
ASI Representative

Dr. Edward Erickson
Faculty Representative

Andy Klingelhoef
President's Designee

Vacant
Business and Finance
Representative

Alice Pollard
Alumni Representative

Gary Potter
Community Representative

Advisors / Staff

Cesar Rumayor
Executive Director

Katie Rotan
Student Government &
Leadership Manager

Mariah Burciaga
Executive Assistant

Thursday, February 6th, 2020
MSR 130c- 3:30pm

- I. **Call to Order-** *Jennifer Galeana-Vasquez calls meeting to order at 3:31pm*
 - a. **Roll Call:** *Jennifer Galeana-Vasquez, Melannie Castellanos, Teresa Serna, Nicolette Padron, Janet Rosales, Zoe Martinez, Ravinder Pelia, Maria Marquez, Dr. Edward Erickson, Andy Klingelhoef, Alice Pollard, Gary Potter, Cesar Rumayor, Katie Rotan*
 - b. **Absent:** *Noah Wells*
 - c. **Points report:** *Melannie states Zoe has 3 permanent points and she has 2 pending points.*
- II. **Approval of Agenda for Thursday, February 6th, 2020**
 - *Motion to approve agenda for Thursday, February 6th by Alice, second by Gary*
 - *Motion carries 12-0-0*
- III. **Approval of Minutes for Thursday, December 12th, 2019**
 - *Motion to approve minutes from Thursday, December 12th by Ravinder, second by Maria*
 - *Motion carries 12-0-0*
- IV. **Open Forum**
- V. **Presentation**
- VI. **Action Items**
 - a. **Approval of 2020-2021 Budget Formulation Table**
 - *Teresa states this is a timeline for creating a budget and the budget hearings*
 - *She states if the board of directors approve then they will move forward with the time line*
 - *She states the executives and professional staff will work on the budget drafts for 2020-2021*
 - *She adds that they will meet with the executive director about the budget the week of spring break*
 - *She states there will be 3 budget hearings*
 - *She says that her and Karmjit will present for ASI and SC leadership*
 - *Teresa states that the SC operations and service desk will be presented by Scott*

- She states that the 17th will be shared by ASI and SC programming, Jocelyn, and ASI and SC administration by Cesar
- She states that after they will make budget additions or cuts made by the budget committee
- She adds that after that is done they will present the first reading of the proposed 20-21 budget to the directors April 30th
- She says that the budget committee approves the budget for the 20-21 on May 1st
- She states it will be brought back to the board of directors to vote on the proposed budget
- Motion to approve by Zoe, second by Nicolette
- Motion carries 12-0-0
- b. Approval of SC Custodial Services Supervisor**
- Cesar states they need someone who is an expert on the custodial side and also someone who is an expert on the building maintenance side
- He states instead of having two building supervisors, they would like to have one
- He adds that if this is approved, they will hire a building maintenance and a custodial services supervisor
- Motion to approve by Janet, second by Zoe
- Nicolette asked if this person would be under Scott
- Cesar states yes, they will still report to Scott
- Motion carries 12-0-0

VII. Discussion Items

VIII. Reports

a. SC Board of Directors

- Ravinder asked if the Student Center is planning to have microwaves in the future
- Cesar states yes, they are working on it

b. ASI Representative- Maria Marquez

- Maria states that one of their board of directors has stepped down
- She states that the director of diversity is now vacant
- Maria shows board members flyers of ASI services such as funding for scholarships and student organization events
- She encourages the board to go to school activities
- She states that ASI has an m.o.u with CNC regarding the census date

b. ASI Student Government & Leadership Manager- Katie Rotan

- Katie thanks everyone for helping and/or attending the Student Center ribbon cutting
- She states that they had kicked off life skills series with their Warrior Wisdom event
- She states that more workshop dates will be sent out next week
- She adds that there are still \$2,000 left in the board initiative fund
- She states if any board members have any ideas to reach out to her to talk about how they can use that funding

c. SC Vice Chair of Finance- Teresa Serna

- Teresa states she has IRA next week on Monday the 10th
- She states she is working on a PowerPoint for student organizations that discusses the services the Student Center and ASI provides for the student clubs and organizations so they can become more informed

d. SC Vice Chair- Melannie Castellanos

- Melannie states that the advertising event for the grand opening celebration, hot chocolate and coffee, had 202 people participate
- She states at the actual celebration there was 931 people
- She adds that judicial and policy committee dates are set
- She says that Michelle is going to chair policy committee
- She states she will send out dates for judicial

e. SC Chair- Jennifer Galeana-Vasquez

- Jennifer states there is now a vacancy for a student director for the Student Center
- She states that if the board knows anyone that is interested to give them her email
- Jennifer states that Mary Stephens is leaving the campus
- She adds there is a new VP of business and finance
- Jennifer states she is working on a flyer that states the services and spaces the Student Center has
- She says that she will be attending the commencement committee
- She thanks the board for coming to the student center events and being on the committees
- She states the SC has been open for 9 days
- Jennifer states they presented to the university committee of public art
- She states they presented the warrior bronze statue and the Stan State letters
- She states they got great feedback
- She says they just need to work on the wording for the plaque for both pieces
- She says the committee suggested an alternative location for the letters
- She states they will discuss it in operations then will bring it back to the board
- She states they got them contacts to work on sculptures

f. SC Executive Director- Cesar Rumayor

- Cesar also thanks everyone for coming to events and helping out
- Cesar thanks Katie for all her hard work
- He states at winter retreat board members stated they would like more responsibility
- He says that an idea was a programming aspect for the Student Center committees
- He states they will follow up with an informational piece on organizations as well
- He states they are at 452 bricks sold
- Cesar states the brick space is very large and they are trying to come up with a new design
- He says they are trying to figure out how many bricks they need to sell in order to fill up that space
- Nicolette asked if the brick campaign is getting opened again why does the design have to change
- Cesar states the space is very large so it is needed to change because the design no longer works for the given space
- Cesar states there is a vacancy, the assistant director of programs service assessment took another position in Modesto
- He states there will be a conversation with executives from both ASI and SC on how they are going to move forward
- He adds this was the position they moved to the Stockton campus to start addressing programs and services
- He states they will begin a game plan and discuss it at the next meeting
- Cesar states there are dates for the vendors but they are subject to change
- He states they are shooting for the Market opening on February 19th, Shake Smart and Warrior Grill February 24th, Starbucks, Sushi, and Titus Grown on March 9th
- He says regarding reservations, they are still trying to figure out wiring issues
- He adds that the IT department does not want to start their work until the outside contractors address all their concerns
- He states AV, audio and visual, equipment is there and arriving but it is not yet being installed
- He states they will give an update on Friday on when they will start on AV equipment
- Cesar says that as of right now they will continue to close the building at 6pm since it is still a working site
- He states they are hoping for the week of February 17th that they can keep the Student Center open until midnight for students
- He adds that reservations are pending for conference rooms
- Cesar states that they plan to reach out to disabilities services to do a walk through with accessibilities to identify what needs to be done further

IV. Announcements

- Jennifer encourages board to go to the two homecoming games at 5:30pm and 7:30pm
- Maria says that she believed SC kicked off the spring semester well for the students
- Andy encourages board to test drive student climate survey

V. Adjournment

- Motion by Maria, second by Zoe
- Motion carries 12-0-0
- Meeting adjourned at 4:05pm

Minutes approved at regularly scheduled meeting on February 27, 2020

Melannie Castellanos

Melannie Castellanos (May 12, 2020)

University Student Center Board Chair

Date Signed