



California State University, Stanislaus
UNIVERSITY STUDENT CENTER
BOARD OF DIRECTORS

MINUTES

Board Members

Melannie Castellanos
Chair

Mariah Burciaga
Vice Chair

Teresa Serna
Vice Chair of Finance

Joenna Llavore
Student Director

Cassandra Beckman
Student Director

Adela Gonzalez
Student Director

Gianna Nunes
Student Director

Elizabeth Soriano
Student Director

Cynella Aghasi
ASI Representative

Dr. Edward Erickson
Faculty Representative

Andy Klingelhoef
President's Designee

Christene James
Business and Finance
Representative

Alice Pollard
Alumni Representative

Gary Potter
Community Representative

Advisors / Staff

Cesar Rumayor
Executive Director

Katie Rotan
ASI Leadership Manager

Serena Ramirez
Executive Assistant

Thursday, February 11th, 2020

3:30 Zoom Meeting

This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

- I. **Call to Order Meeting called to order at 3:30PM**
 - a. **Roll Call**

Melannie Castellanos, Mariah Burciaga, Teresa Serna, Joenna Llavore, Cassandra Beckman, Adela Gonzalez, Gianna Nunes, Elizabeth Soriano, Cynella Aghasi, Edward Erickson, Andy Klingelhoef, Christine James, Alice Pollard, Cesar Rumayor, Katie Rotan

Absent- *Gary Potter*
Guest- *Tiffany Gulick, Lyzz Guzman, Scott Schron*
 - b. **Points report-**

Cassandra has one pending point
- II. **Approval of Agenda for February 11th, 2020**
 - *Motion to approve by Joenna, second by Mariah*
 - *Motion carries 12-0-0*
- III. **Approval of Minutes for December 10th, 2020**
 - *Motion to approve by Elizabeth, second by Joenna*
 - *Motion carries 12-0-0*
- IV. **Open Forum**
- V. **Presentation**
 - a. **Student Organizations Survey Results (Teresa Serna - SC Vice Chair of Finance, Lyzz Guzman – SC Reservations Coordinator, Tiffany Gulick, ASI Marketing Manager)**
 - *Lyzz states the 2020 Student Organization survey was to see what their needs were for now and after the virtual setting is over*
 - *She states the survey was sent out to all student organizations, and was sent to the students and their faculty advisor*
 - *She states 34 out of the 56 surveys were submitted*

VI. Action Items

a. Approval of the Student Organization Action Plan for 2021 – 2022

- *Motion to approve by Mariah, second by Gianna*
- *Tiffany states that this action plan explains everything like who its targeted to, who owns it, and dates*
- *She states they want to provide video services for recruitment*
- *She states they would promote one to two student organizations promoted by weekly on the ASI and SC Instagram pages*
- *She states they plan to start this in March and continue to Spring of 2021*
- *She states they also want to make it aware to Student Organizations what ASI Services are free to them, and which ones they can pay for at a discount*
- *She states previously they have transferred money into student organization accounts, they would like to do that again*
- *She states student organizations were given \$540, and it would be given again to all recognized student organizations*
- *Teresa states they would be adding an optional budget tracking workshop during treasure training to show students and easy way to track expenses and also to track revenue and that would be owned by ASI and the date of completion for that would be fall of 2021*
- *She states they would create a “open house” showcasing services that are provided by ASI and Student Center and they would reach out to the bookstore, SLD, CPDC, and Food service for a potential partnership*
- *She states they would create a video promoting ASI marketing and how it can be beneficial for Student Organizations*
- *She states they would also reestablish the warrior Wednesday partnership by assisting with startup funds for student organization fundraisers held on Wednesdays in the quad*
- *Teresa also states they would propose an all-day event to change structure in the Nuts and Bolts, this would include current student organization training, along with leadership development workshops and it would be mandatory for the for executive officers and the 25Live coordinator*
- *Adela asked when student organizations will be able to apply for the video recruitment*
- *Tiffany states applications are open now*
- *Melannie asked what the idea was behind including CPDC and the bookstore in the Open house proposal*
- *Teresa states so that way more students could be reached*
- *Motion carries 13-0-0*

b. Approval of the SC Budget Formulation Policy (Teresa Serna, SC Vice Chair of Finance)

- *Teresa states the major changes in this Policy were mainly names such as changing “Union” to “Student Center”*

-She states wording was changed such as taking out the “and” and adding “Strategic Plan and Priorities”, as well as adding the coordinator, since coordinators do create budgets as well, depending on the department

- She states once The Board of Directors approved the budget is sent to the University President , Vice President of Student Affairs, The Vice President of Business and Finance*
- Motion to approve by Cynella, second by Cassandra*
- Motion carries 13-0-0*

c. Approval of the SC Budget Formulation Timeline (Teresa Serna, SC Vice Chair of Finance)

- Teresa states at the bottom is a breakdown for the budget hearings in terms of who's presenting, what Department, on what day, and what time*
- She states it also explains when the first reading of the annual budget would be, as well as what day is planned for the approval of the annual budget*
- Motion to approve by Adela, second by Joanna*
- Motion carries 13-0-0*

VII. Discussion Items

VIII. Reports

a. SC Board of Directors

b. ASI Representative- Cynella Aghasi

- Cynella states the mental health AD Hoc Committee will be meeting*
- She states she is looking for a Director for Diversity and for Housing Residential Life*
- She states there is also conversations going on about fall 2021 and she hopes to have updates on that soon*

c. ASI Leadership Manager- Katie Rotan

- Katie states she would like to remind everyone to register for Life Skills Workshops*
- She states she also sent a registration for the ASI and SC Family meet up*
- She states Student leadership and development, and The Campus open forums are next week*

d. SC Vice Chair of Finance- Teresa Serna

- Teresa states she is still working on Stockton Renovations, as well as the food pantry in Stockton*
- She states she is working one signage and decal committee with some professional staff and will be having a walkthrough of the building this coming Monday to see where we need more signage decals*
- She states Scott and herself presented a proposal of to the Student Center Operations committee for changes to main dining and patio area*
- She states she is working with Melannie to work on recruitment for Student Center Board of Directors for next year*

e. SC Vice Chair- Mariah Burciaga

- Mariah states standing committees for this semester have been sent out*
- She states she is continuing to work on the more than a building campaign*

f. SC Chair- Melannie Castellanos

- Melannie states she has been working with a member from the Art department to find more accurate renderings for the warrior bronze statue and then another faculty member that works on graphic design for the Stan State letters*
- She states she also got approval from the indigenous students and activism for appropriate wording for the acknowledgement plaques that are going on the student Center*

- *She states that it has been confirmed commencement will not be in person, and they are currently planning for virtual ceremonies for both the class of 2020 and 2021*

g. SC Executive Director- Cesar Rumayor

- *Cesar states they are working on the brick campaign again, to figure out the next steps*
- *He states he has been working with Scott, and they are still working on renovating outdoor storage area we're looking into partnerships and agreements with ATM companies*
- *He states there have been some skateboard damage to the concrete around the building and they are working on fixing/ preventing that*
- *He states they are close to providing a draft for the 2021-2026 TJ plan*

IX. Announcements

X. Adjournment

- *Motion to adjourn by Mariah, second by Cassandra*
- *Motion carries 13-0-0*
- *Meeting adjourned at 4:20 PM*

Minutes approved at a regularly scheduled meeting held on February 25, 2021.

Melannie Castellanos

[Melannie Castellanos \(Feb 25, 2021 16:58 PST\)](#)

Melannie Castellanos, SC Board Chair