



California State University, Stanislaus
UNIVERSITY STUDENT CENTER
BOARD OF DIRECTORS

Minutes

Board Members

Melannie Castellanos
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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

Cesar Gonzalez
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, April 22nd, 2021

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 3:31PM**
 - a. **Roll Call** *Melannie Castellanos, Mariah Burciaga, Teresa Serna, Joenna Llavore, Cassandra Beckman, Adela Gonzalez, Gianna Nunes, Elizabeth Soriano, Cesar Gonzalez, Cynella Aghasi, Edward Erickson, Andy Klingelhoef, Christine James, Alice Pollard, Cesar Rumayor, Katie Rotan*
Absent- *Gary Potter*
Guest- *Scott Schorn, Heather Carlton*
 - b. **Points report**
-Cassandra has 3 permanent points
- II. **Approval of Agenda for April 22nd, 2021**
-Motion to approve by Joenna, second by Gianna
-Motion carries 13-0-0
- III. **Approval of Minutes for March 25th, 2021**
-Motion to approve by Adela, second by Elizabeth
-Motion carries 13-0-0
- IV. **Open Forum**
-Andy states he would like to introduce Dr. Heather Carlton she is now the permanent Associate Vice President for student affairs and dean of students
- V. **Presentation**
- VI. **Action Items**
 - a. **Approval of the revised ASI & SC Student Assistants Classifications & Rates**
-Melannie states the Student Assistant Classifications and Rates have changed and it has only been modified because of minimum wage, increasing next January, so this will be effective January 1st, 2022

-She states full time staff positions are being changed to have “assistant” in their titles and to differentiate them with student assistant positions we went ahead and added the word “student”

-Motion to approve by Joanna, second by Cassandra

-Motion carries 14-0-0

b. Approval of the revised ASI & SC Salary Range

-Melannie states only two of the professional staff position title salary ranges have changed, and for this one, the changes happened because of exempt positions and they need to be double minimum wage to be classified as exempt so that's why that starting range has changed

-Motion to approve by Joanna, second by Teresa

-Motion carries 14-0-0

c. Approval of the revised ASI & SC Telecommute Policy

-Melannie states this telecommute policy was made to be more of a permanent policy moving forward for organizations, it outlines the procedures for if certain positions need to work from home

-Motion to approve by Joanna, second by Cesar G.

-Motion carries 14-0-0

d. Approval of the SC Custodial Services Assistant Job Description & Classification

-Melannie states the position was changed to an assistant rather than a supervisor

-She states the pay range now starts at 35,000

-Motion to approve by Adela, second by Alice

-Motion carries 14-0-0

VII. Discussion Items

a. Draft - Summer/Fall Repopulation Plan

-Melannie states this outlines how and when staff will come back and student assistants, the processes that they'll have to undergo when they do come back so that's our screening wearing face coverings washing hands to prevent the spread of COVID

-She states beginning July 1 our operation staff and some administration and staff will begin working in the student Center in shifts between 7am to 6pm

-She states the Student Center is still going to remain close to the campus Community during this time, but to or to get our building up and running again

-She states starting August 1 the service desk information centers will begin answering University main line between the hours of 7:30am and 5pm Monday through Friday the student Center will remain close to the campus Community during this two-week period

-She states Starting on August 16 the student Center will open to the campus Community, The Student Center hours from Monday through Thursday will be 7am to 9pm

-She states the service desk will be open during building hours, providing the services that they usually do, copy services or scanning, laptop Rentals and selling bus passes

-She states ASI, and Student Center office suite will be open Monday through Friday 8am to 6pm both organizations staff will work in their offices on rotating schedules throughout the week

-She states when staff are not scheduled to work inside the building, they will work remotely from home

-She states all conference rooms, but the board conference room and leadership conference room will be available for student participation in virtual classes

-She states indoor event reservations available only in orange and yellow tiers

-She states they will continue to work with the University, Student affairs, campus risk management and our board of directors, as these guidelines change because they are constantly changing

VIII. Reports

a. SC Board of Directors

b. ASI Representative- Cynella Aghasi

-Cynella states she has been working on a shared governance statement for quite a while now, to have it passed by the Academic Senate and signed by the University President to acknowledge that students are a part of shared governance

-She states the last documented shared governance statement was passed in 2001 and not only included faculty and administration, so this is just a huge step forward

-She states the resolution that faculty may not require you to have your camera on during synchronous class sessions until the end of the Semester, so that resolution was extended for it to cover summer 2021 and then fall of 2022

-She states the current resolution states that a permanent policy will not be put in place until spring up to 2022

-She states there is an open forum for fall 2021 planning tomorrow

c. ASI Leadership Manager- Katie Rotan

-Katie states ASI elections end tonight at 6

-She states SC BOD recruitment will be closing on Monday

-She states if you are signed up to work commencement, keep an eye out for many emails coming through

-She states she sent out passing of the gavel ceremony rsvp

-She states everyone completed their life skills series

d. SC Vice Chair of Finance- Teresa Serna

-Teresa states this past week they finished looking through all IRA applications are request are looking to be total of \$1,795,479

-She states the problem they have is they have a budget of 1,000,325, and they are sending out some budget cut ideas to the budget committee

-She states Decal and Signage committee have presented to the Operations Committee

-She states she has been working with Zoe for budget transparency on the website

-She states May 3rd is the next Stockton Campus food pantry pop up

e. SC Vice Chair- Mariah Burciaga

-Mariah states the 50-brick giveaway to seniors are starting next week

-She states the Student Survey that was sent out to students, they had 75 participants

-She states they will be doing final packages again and the first 200 students to register will get one

-She states she is working with Melannie and Teresa on creating a diversity statement

f. SC Chair- Melannie Castellanos

-Melannie states the artist should be finishing up the pride mural soon

-She states she met with the commencement committee and they are still looking for volunteers to work commencement

-She states affiliation groups will not be having any ceremonies on campus besides main commencement

-She states the Stan State App committee has met and they are working on developing the app to be better for student and department usage

g. SC Executive Director- Cesar Rumayor

-Cesar states the CSU will consider making it mandatory to receive the vaccine as soon as they receive full authorization approval for the vaccine itself

-He states are 68 days away from the deadline, as of today, they have sold over 600 their goal is 850, Mariah has given away 100 of them, so only 150 more to sell

-He states they will be recruiting 40 to 50 student assistant positions for the summer and fall semester

-He states he would like to remind everyone to vote, or apply to the Student Center Board

IX. Announcements

X. Adjournment

-Motion to adjourn by Teresa, second by Joanna

-Motion carries 14-0-0

-Meeting adjourned at 4:09 PM

Minutes approved at a regularly scheduled meeting held on May 6, 2021.

Melannie Castellanos

Melannie Castellanos (May 7, 2021 09:39 PDT)

Melannie Castellanos, SC Board Chair