



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

Cesar Gonzalez
Student Director

Cynella Aghasi
ASI Representative

Dr. Edward Erickson
Faculty Representative

Andy Klingelhofer
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, May 13th, 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 3:32PM**
 - a. **Roll Call** *Melannie Castellanos, Mariah Burciaga, Teresa Serna, Cassandra Beckman, Adela Gonzalez, Gianna Nunes, Elizabeth Soriano, Cesar Gonzalez, Edward Erickson, Andy Klingelhofer, Christine James, Cesar Rumayor, Katie Rotan*
Absent- *Cynella Aghasi, Joanna Llavore, Gary Potter*
Guest- *Corina Chico, Eboni Boone, Jennifer Galeana-Vasquez, Jaqueline Villasenor-Ramirez, Flor Neri*
 - b. **Points report**
Cassandra has one permanent point
- II. **Approval of Agenda for May 13th, 2021**
-Motion to approve by Cassandra, second by Gianna
-Motion carries 11-0-0
- III. **Approval of Minutes for May 6th, 2021**
-Motion to approve by Adela, second by Elizabeth
-Motion carries 11-0-0
- IV. **Open Forum**
- V. **Presentation**
 - a. **Student Center Decals and Signage (Jennifer Galeana-Vasquez, Interim SC Programs & Services Coordinator)**
-Jennifer states that she has been working with Teresa, Scott, Victor, and Lyzz
-She states they selected a vendor to come to the building to give quotes and ideas
-She states the area that have decals are ASI and SC Suite, bookstore entrance, conference rooms, gaming center, warrior grill, service desk
-She states by the bookstore entrance is the diversity statement
-She states in the ASI and SC suite have both logos, with titles

- She states in the front desk and lobby area there is the ASI and SC Slogans
- She states each suite has its own color, marketing is yellow, programming was orange and then leadership is red
- She states in the shared leadership suite is a concept of a word cloud that encompassed different words that signified leadership
- She states they also incorporate a little bit of quotes and some words of wisdom from past student leaders
- She states they reached out to all past chairs and asked them to answer a couple questions to give advice to future student leaders
- She states they placed decals and icons around the hydration station
- She states they added signage to the conference rooms, just with the name of the conference room

VI. Action Items

a. Approval of the SC Emergency Pay Policy

- Melannie states this policy is in place for how to compensate our students who would not be able to work, who would not be able to telecommute from home in the case that we have campus closures
- She states the policy states is that there'll be compensated for six weeks of their regularly scheduled hours and then would remain on unpaid leave until in person, work is available to them
- Motion to approve by Mariah, second by Cassandra
- Motion carries 12-0-0

b. Approval of the revised ASI & SC Professional Staff Classification/Salary Range

- Melannie states the only positions that changed in this policy was the ASI and SC graphic design coordinator and the SC programs coordinator
- She states the classification, one is 39,456 to 64,586 and then the classification two starts at 43,000
- Motion to approve by Mariah, second by Gianna
- Motion carries 12-0-0

c. Approval of ASI & SC Diversity, Inclusion, and Belonging Statement

- Melannie states since the last meeting, the draft hasn't changed
- Motion to approve by Cesar G., second by Adela
- Motion carries 12-0-0

d. Approval of MOU for Administrative Management, Accounting & Financial Systems Services

- Teresa states that MOU stands for Memorandum of Understanding so, this document is an understanding that it that we both the university student Center and then the university itself have an agreement towards of what's responsible
- She states if you look by each name all the boxes that are checked off is what each organization is responsible for
- Motion to approve by Alice, second by Cesar
- Motion carries 12-0-0

e. Approval of the SC 2021/2022 Organizational Budget

- Teresa states since she last presented to the board there have been no major changes

-She states they added a position to building assistance, they are no longer funding solar panel umbrellas, they added some more things to Stan Fest and Finals week, and increased budget on the Student Center Birthday Bash

-Motion to approve by Mariah, second by Joanna

-Motion carries 12-0-0

f. Approval of Alice Pollard for the 2021 – 2022 SC Board of Directors as the Alumni Director

-Motion by Mariah, second by Elizabeth

-Motion carries 11-0-1

g. Approval of Gary Potter for the 2021 – 2022 SC Board of Directors as the Community Director

-Motion by Adela, second by Gianna

-Motion carries 11-0-1

h. Approval of Dr. Edward Erickson for the 2021 – 2022 SC Board of Directors as the Faculty Director

-Motion by Cesar G., second by Cassandra

-Motion carries 11-0-1

i. Approval of Mariah Burciaga as the 2021 – 2022 SC Chair

-Motion to approve by Elizabeth, second by Gianna

-Mariah states she has been with the Student Center for almost 3 years, and as the Chair if she gets approved, she will try to carry out the mission vision and goals for the student Center and ensure the Board of Directors have a line of communication with what is happening and the tools to empower each and every one of them to carry out all of these things she will do her best to paint maintain professionalism, while creating a safe and positive environment to fulfill the student centers mission and the goals

-Melannie states she will place Mariah in a breakout room while the board has discussion

-Melannie states she knows she'll do amazing things in this position, ever since she started as the executive assistant, she's shown great potential she's always taken on tasks she never likes to be empty handed when it comes with tasks, and I really think she'll do amazing in this position

-Teresa states she agrees with Melannie and that Mariah takes so much initiative and she's just always putting 110% into it, and she wants whatever she's working on to be the best version of whatever it is, whether it's something small scale, or something huge she makes sure she puts her all into it

-Motion carries 11-0-0

j. Approval of Eboni Boone as the 2021 – 2022 SC Vice Chair

-Motion to approve by Mariah, second by Elizabeth

-Eboni states whether that's been a volunteer position or student assistant position she is well equipped and programming and is ready to bring the skills that she has learned from different departments and to this position if approved for it she is very excited to work with everyone

-Melannie states she will place Eboni in the breakout room while the board discusses

-Melannie states Eboni all around has lots of experience

-Mariah states Eboni has always showed a love for ASI and is always trying to promote the organization

-Motion carries 12-0-0

k. Approval of Gianna Nunes as the 2021 – 2022 SC Vice Chair of Finance

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

- Gianna states this is going to be her second year serving on the Student Center board of directors and the past year, she had the opportunity to sit on several committees*
- She states Including the operations, policy and then, especially the Budget Committee these really helped her become familiar with the organization and specifically how to successfully contribute to those committee meetings, and the board meetings*
- She states she became acutely aware of how important it is that the student centers funded properly, and she would love to be part of that*
- Melannie states she will now place Gianna in a breakout room while the board has discussion*
- Melannie states during her time on the board, she asks a lot of questions and she's very involved in committee meeting and even though she is doesn't have a degree or is not getting a degree in anything that has to do with finance she does show great interest in it*
- She states the fact that she said that she was interested after the audit is very interesting but that shows that she does have great interest in finance and making sure that everything is properly funded like she said, she'll do amazing in this position as well*
- Motion carries 11-0-0*

VII. Discussion Items

VIII. Reports

- a. SC Board of Directors**
- b. ASI Representative- Cynella Aghasi**
- c. ASI Leadership Manager- Katie Rotan**
 - Katie states to keep an eye out on emails rolling out wrapping up the end of the year*
 - She states to the board to do the year end evaluation*
 - She states ASI and SC are hiring for a couple different positions*
 - She states if you are working commencement, keep an eye out for that as well*
 - She states summer training days are still being worked on*
- d. SC Vice Chair of Finance- Teresa Serna**
 - Teresa states she is working with the signage and decal committee to finish things up*
 - She states she is also wrapping up student org funding*
 - She states she is also working on budget transparency with Zoe, going back and forth on making little edits and just creating a template for overall, to be able to use for the years to come, so it's looking nice*
 - She states "thank you for letting me be your vice chair of finance, the past two years, this is our last board meeting and it's bittersweet because I love this organization so much"*
- e. SC Vice Chair- Mariah Burciaga**
 - Mariah states the brick giveaway is closed and they will be going through submissions soon*
 - She states if anyone has any questions about finals day breaks, let her know they have everything posted on social media so make sure to repost it*
- f. SC Chair- Melannie Castellanos**
 - Melannie state she is wrapping up all her committee meetings*
 - She states she is meeting with the campus mural artist to go over progress*
 - She states there is an open forum for the library staircase mural as well*
- g. SC Executive Director- Cesar Rumayor**
 - Cesar states he would like to congratulate all new executives and Teresa for getting the budget approved*

-He states for Stockton campus updates they are finally going to get some furniture delivered for some of our renovations, so they are providing all the furniture for the warrior activity Center also they are almost completely done with the renovation side

-He states he has been meeting with Chart wells to find out what their reopening plan is for the fall

-He states Alumni Plaza brick purchases, you have 47 days to purchase a brick, if you have not bought one, hopefully, if you submitted a questionnaire, hopefully, you win one if you're graduating seniors so currently, we're at 603

-He states Mariah is giving out 100 somehow and our goal is 750 so we still have 47 to sell and the outgoing executive promise to buy five each so we only have 37 more to go

IX. Announcements

-Melannie states she would like to say thank you all for a great year, she knows, even though we were virtual we endured a lot, and she is so grateful that

-Andy states "I again want to say thank you for embracing me I've been with the organization for two years now, so some of you I've been with a while and it was obviously much more fun, when we were in person, when I first got the campus but it's been great I have thoroughly enjoyed this operation construction is something that's near and dear to my heart, so having lived through the opening of the student Center and in the closing of the Student Center season and I've had lots of different conversations about how we deal with that, but I want to thank you for embracing my brief stay on campus"

X. Adjournment

-Motion to adjourn by Adela, second by Elizabeth

-Motion carries 12-0-0

-Meeting adjourned at 4:39pm

Minutes approved at a regularly scheduled meeting held on July 15, 2021

Mariah Burciaga

[Mariah Burciaga \(Jul 15, 2021 16:20 PDT\)](#)

Mariah Burciaga, SC Board Chair