



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

*Donovan Orozco*  
Student Director

*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 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, October 29<sup>th</sup>, 2020

**3:30pm 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, Donovan Orozco, Cassandra Beckman, Adela Gonzalez, Gianna Nunes, Elizabeth Soriano, Cynella Aghasi, Edward Erickson, Andy Klingelhofer, Christine James, Gary Potter, Cesar Rumayor, Katie Rotan  
**Absent-** Alice Pollard, Joenna Llavore
  - b. **Points report-** Joenna has 3 pending points, Teresa has 2 pending points
- II. **Approval of Agenda for October 29<sup>th</sup>, 2020**  
-Motion to approve by Mariah, second by Adela  
-Motion carries 12-0-0
- III. **Approval of Minutes for October 15<sup>th</sup>, 2020**  
-Motion to approve by Donovan, second by Teresa  
-Motion carries 12-0-0
- IV. **Open Forum**
- V. **Presentation**
- VI. **Action Items**
  - a. **Approval of the SC Telecommute Policy**  
-Melannie states the telecommute agreement must be drafted and signed by the employee and the executive director and they have specific dates and frequency that the telecommute work will occur  
-She states there are terms and conditions that both organizations will ensure the employee has the equipment they need to perform their duties, security, and compliance  
-Motion to approve by Gianna, second by Donovan  
-Motion carries 12-0-0

## **b.Approval of the SC Digital Signage Policy**

*-Melannie states that this policy is outlining the procedures for what is to be displayed on the screens in the Student Center, and who can display it and for how long, pricing is also attached to it*

*-She states the digital postings must be submitted for approval to the marketing assessment manager five business days before desired posting date*

*-She states event information must be on desired advertisement*

*-She states it's \$75 for standard display on all digital monitors for two weeks and then pass the two weeks for a month is \$150 for six months \$750, for annual 12 months it's \$1,300 for Warrior discounter businesses.*

*- She states the businesses that ASI collaborates with for the warrior discounter program, they have a discounted rate.*

*- She states so, for two weeks \$60, one month \$120, 6 months \$600, annual \$1,500*

*-She states for student organizations, that's discounted as well. So, we have for two weeks it is \$37.50, 1 month \$75, 6 months \$375, and annual \$650*

*-Motion by Elizabeth, second by Cassandra*

*-Donovan asked what happens if the sponsoring organizations name is in another language*

*-Cesar states that would have to be addressed once that arises*

*-Melannie states in the policy situations like that can be reviewed, any exceptions on a case by case basis from our marketing assessment manager and Executive Director, so that would fall under that*

*-Motion carries 12-0-0*

## **c. Approval of the MOU for the Warrior Grill with Auxiliary Business Services**

*-Melannie states this MOU is in place for the Warrior Grill, rather than a lease it will be an MOU*

*-She states that SC will take care of everything that's in the front of the house, which is all of the supplies, all of the furniture, the maintenance and then chart wells or food service providers are in charge of everything in the back of the house*

*-Motion to approve by Donovan, second by Mariah*

*-Motion carries 12-0-0*

## **VII.Discussion Items**

### **VIII.Reports**

#### **a.SC Board of Directors**

##### **b.ASI Representative- Cynella Aghasi**

*-Cynella states she would like to remind everyone about the ballot drop off*

*-She states that the academic senate are talking about a resolution in regard to any web conferencing video use during classes, this includes the camera on feature on zoom*

*-She states this resolution has been proposed to affirm that requiring students to have their camera on whether it be to take attendance or give students extra credit for having those on*

*-She states the reasoning for this is that some students don't have functioning cameras, this could violate their privacy and cause for unnecessary anxiety*

*-She states the other topic is the end of the year course evaluations, last semester Academic Senate passed a resolution that got rid of evaluations for the spring semester as we faced*

*unprecedented circumstances, and this is because those evaluations impact faculty, especially ones seeking tenure*

*-She states faculty have proposed to uphold the resolution from last semester and not do course evaluations for the fall*

**c.ASI Leadership Manager- Katie Rotan**

*-Katie states in regard to Warriors vote campaign efforts for voter education and also marketing for on campus ballot curbside drop off*

*-She states there were 22 total videos for the Warriors Vote video contest*

*-She states everyone will be receiving an update on how far along they are for their life skills*

**d.SC Vice Chair of Finance- Teresa Serna**

*-Teresa states she has been working with Mariah and professional staff to talk about the SC birthday bash*

*-She states Melannie, Mariah, and herself have met with flex and code red to talk to them about potential positions and their experiences with ASI and SC*

*-She states she also met with OIT to discuss laptops and hotspot rentals to figure out their plans for alternate routes for students who are having trouble with their hotspot and looking into cords that would connect from your Wi-Fi to your computer*

*-She states she met last week to discuss student organizations needs survey*

*-She states she is also working on the wording of her initiative proposal*

**e.SC Vice Chair- Mariah Burciaga**

*-Mariah states she met with Policy last week*

*-She states she has been meeting with Karlos to discuss winter retreat*

*-She states she has also been working on the Student Center Birthday Bash*

*-She states the programming committee will start to meet soon*

*-She states they announced the winners of the SC Tech Program, she would like to encourage everyone to continue to repost those posts so more students can see*

**f.SC Chair- Melannie Castellanos**

*-Melannie states that the Student Center has established a relationship with our Indigenous students and activism club as part of one of the organizational priorities to help out other student organizations to build relationships with other cultural groups on campus*

*-She states that one of the things that they asked us, is to advocate for a smudging policy on our campus because we don't currently have one and other campuses do*

*-She states she drafted a policy and sent it over to Mariah and Teresa for review and revisions*

*-She states she met with the large-scale events committee and they are working on a plan for events*

*-She states one of her initiatives for this year is to focus on grad student access and resources*

*-She states the resolution was created in order to extend the hours for several of the departments on campus, so it's more accessible for grad students since they primarily have classes in the evenings*

*-She states she will be presenting this to the board of directors for graduate students*

*-She states another initiative of hers is the Warrior bronze statue, the Stan State letters, the Chief of Estanislao statue*

*-She states staff has come up with a 16-page history to help figure out what the bronze statue should look like*

**g.SC Executive Director- Cesar Rumayor**

*-Cesar states he is still working with campus administration for lease agreements*

*-He states he is currently working on internal designs between our marketing team and our operations team, there are going to set up a meeting with our facility staff on campus to review some of the capital projects that this board approved, one of them being the outdoors storage space*

*-He states the call center is still averaging over 100 calls, and students are benefiting from that*

*-He states they are working on a zoom call feature for students*

*-He states the photos of the student center are done and will be up on the website soon, but they are in the contract process for the videos of the student center*

**IX. Announcements**

**X. Adjournment**

*-Motion to adjourn by Adela, second by Donovan*

*-Motion carries 12-0-0*

*-Meeting adjourned at 4:07PM*

*Minutes approved at a regularly scheduled meeting held on November 12, 2020.*

*Melannie Castellanos*

[Melannie Castellanos \(Nov 13, 2020 09:10 PST\)](#)

---

Melannie Castellanos, SC Board Chair