



California State University, Stanislaus
UNIVERSITY STUDENT CENTER
BOARD OF DIRECTORS

Minutes

Board Members

Mariah Burciaga
Chair

Zoe Martinez
Vice Chair

Gianna Nunes
Vice Chair of Finance

Cesar Gonzalez Quiroz
Student Director

Jaqueline Villasenor-Ramirez
Student Director

Vacant
Student Director

Flor Neri
Student Director

Jordy Salgado
Student Director

Samantha Camacho
Student Director

Cynella Aghasi
ASI Representative

Dr. Edward Erickson
Faculty Representative

Dr. Heather Dunn Carlton
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, December 2nd, 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

Mariah Burciaga, Zoe Martinez, Gianna Nunes, Cesar Gonzalez-Quiroz, Jaqueline Villasenor-Ramirez, Flor Neri, Jordy Salgado, Samatha Camacho, Cynella Aghasi, Edward Erickson, Heather Dunn Carlton, Christene James, Katie Rotan

Absent- *Alice Pollard, Gary Potter, Cesar Rumayor*

Guests- *Ammie Mundello*

b. Points report

-Zoe states there are two pending points for Flor, two pending points for Cynella, two pending points for Zoe

II. Approval of Agenda for December 2nd, 2021

-Motion to approve by Zoe with the spelling corrections, second by Gianna

-Motion carries 11-0-0

III. Approval of Minutes for November 4th, 2021

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

-Motion carries 11-0-0

IV. Open Forum

(This time is set aside for public comment on pending or current issues)

V. Presentation

VI. Action Items

a. Approval of the Revised Cost of Living Adjustments Policy

(Providing updates on the Revised Cost of Living Adjustments Policy)

-Ammie states we mirror or are comparable with the campus, when there's cost of living adjustments on the University side, that means that ASI and SC would do cost of living adjustments on our side and vice versa, ASI and SC doesn't want to be tied to that and the requirement for auxiliaries

-She states that they wanted to remove some of that from our language and just say that our C.O.L.A increases are determined, based on our budget approval

-Motion to approve by Gianna, second by Flor

-Motion carries 11-0-0

b. Approval of the Revised Merit Salary Adjustments Policy

(Providing updates on the Revised Merit Salary Adjustments Policy)

-Ammie states we are talking about modifying your performance evaluations where they're not done on an annual basis if the employees, been in their position for a long time and had the same supervisor

-She states just say that merits will be based on our budgeting process

-Motion to approve by Zoe, second by Flor

-Motion carries 11-0-0

c. Approval of the Revised Bonus Policy

(Providing updates on the Revised Bonus Policy)

-Ammie states this policy will have some additions to address some situations that we've had because we have such a small number of staff and a lot of times our staff are taking on additional responsibilities, especially during the pandemic

-She states it is a one-time bonus not a continuous pay rate

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

-Motion carries 12-0-0

d. Approval of the Revised Education Reimbursement Policy

(Providing updates on the Revised Education Reimbursement Policy)

-Ammie states this policy is a small word change

-She states there have been staff that have been appointed in interim positions

-She states it is modified to say that they must have one year of full-time employment to qualify for this policy

-Motion to approve by Jacqueline, second by Jordy

-Mariah asked if the reimbursement was retroactive

-Ammie states they must have one year of employment and then apply for classes

-Motion carries 12-0-0

e. Approval of the SC Inventory Policy and Procedures

(Presenting the SC Inventory Policy and Procedures)

-Zoe states this policy was created for all of the inventory

-She states it was created so managers can have a checks and balances system to make sure nothing is missing

-She states it is a step in the direction to make sure everything is accounted for and everyone knows what to do with their inventory

-Motion to approve by Gianna, second by Jordy

-Motion carries 12-0-0

f. Approval of the SC Custodial Services Supervisor Job Description and Classification

(Presenting the SC Custodial Services Supervisor Job Description and Classification)

-Ammie states there is a current part time position for this Job

-She states looking at the job duties and responsibilities it should be a supervisor position

-She states wording was changed and added to match what supervisors do, such as overseeing certain things

-Motion to approve by Jacqueline, second by Zoe

-Motion carries 12-0-0

g. Approval of 2021/2022 SC Organizational Priorities

(Presenting the 2021/2022 SC Organizational Priorities)

-Katie states ASI and SC create organizational priorities each year based off initiatives and what is going on in different departments

-She states the past year the priorities were based off COVID

-She states the first priority is Providing a Safe space for Students

-She states the second priority is to Reintroduce Services and Programs to Student Population

-She states the third priority is to Support Student Organizations with Continued Programs, services, and training

-She states the fourth priority is to Draw Clarity from a Big Picture, priorities, and Measures planning Strategy

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

-Motion carries 12-0-0

VII. Discussion

VIII. Reports

a. SC Board of Directors- no report

b. ASI Representative- Cynella Aghasi

-Cynella states she met with Commencement committee, and they are exploring 2022 commencement

-She states she also met with the Pandemic Planning Committee and they talked about how they are not requiring the COVID 19 Booster but do recommend it

c. ASI Leadership Manager- Katie Rotan

-Katie states she will be sending out more information on the Holiday Party

-She states the Warriors Giving back giving tree tags are all gone, and it was a success the first couple of days

d. SC Vice Chair of Finance- Gianna Nunes

-Gianna states she met with the Facilities meeting and has been placed on the Artificial Plant décor committee

-She states she will be presenting her personal initiative at the Facilities meeting

e. SC Vice Chair- Zoe Martinez

-Zoe states she is working with Katie, Flor and Jordy on the birthday bash

-She states is also working on the SC Leadership Programming for the Spring

-She states there was a policy meeting today and a judicial committee next week

-She states she is working on Titus history within the Facilities committee

-She states she is also working on Winter Retreat

f. SC Chair- Mariah Burciaga

-Mariah states she is on the search committee for the College of Education, Social work and Kinesiology on Dean and they are starting to meet weekly

-She states she is working with others to plan the Alumni Brick Reveal

-She states next meeting there will be an ACUI recap

-She states hopefully there will be a new director next semester

g. SC Executive Director- Cesar Rumayor

Absent

IX. Announcements

X. Adjournment

-Motion to adjourn by Flor, second by Cynella

-Motion carries 12-0-0

-Meeting adjourned 4:03PM

The minutes from this meeting were approved at a regularly scheduled meeting held on December 9, 2021.

Mariah Burciaga

[Mariah Burciaga \(Dec 10, 2021 10:07 PST\)](#)

Mariah Burciaga, Chair