



California State University, Stanislaus
UNIVERSITY STUDENT CENTER
BOARD OF DIRECTORS

Minutes

Thursday, January 19th, 2023
3:45pm

- I. Call to Order-** *Meeting called to order at 3:45PM*
Roll Call- *Mariah Burciaga, Manuel Parreno, Gianna Nunes, Cesar Gonzalez- Quiroz, Jady Glushenko, Kelly Costa, Michael Marko, Samantha Camacho, Adela Gonzalez, Alice Pollard, Gary Potter, Edward Erickson, Rose McAuliffe, Cesar Rumayor, Katie Rotan, Melannie Castellanos*
Absent- *Amelia Velazquez Valencia, Heather Dunn Carlton*
- a. Points report**
- *Five permanent points for Jady Glushenko*
- II. Approval of Agenda for January 19th, 2023**
- *Motion to approve by Michael, second by Manuel*
 - *Motion carries 12-0-0*
- III. Approval of Minutes for December 8th, 2022**
- *Motion to approve by Gianna, second by Gary*
 - *Motion carries 12-0-0*
- IV. Open Forum**
- V. Presentation**
- VI. Action Items**
- a. Approval of the Revised Procedures for Job Description Changes for Professional Staff**
- *Motion to approve by Michael, second by Jady*
 - *Mariah states that this procedure states job description changes can be done between a supervisor and our Human Resources & Risk Manager with the approval of the Executive Director*
 - *She states that the revision will remove job description changes from going to the HR Committee to reduce steps in the process because we were approving a lot of changes at the HR level*
 - *Motion to approve the Revised Procedures for Job Description Changes for Professional Staff*
 - *Motion carries 12-0-0*
- *Alice came in at 3:53pm*
- b. Approval of the Facilities and Equipment Credits Policy and Procedures**
- *Motion to approve by Michael, second by Samantha*
 - *Mariah states that this policy has been created to grant credits to recognized student organizations on campus for them to use towards equipment rentals & reservation costs for conference/event spaces in the Student Center*

- *She states that the Student Center is proposing granting student organizations \$1,000 each in credits per fiscal year*
- *She states that if student organizations do not use the credits within a ten-month period, the credits will not accumulate*
- *She states that the credits are only to be used within Student Center facilities, and they may not request ASI Student Life funds to use for SC reservation fees prior to exhausting their credits*
- *Gary asks why the final date to use the credits is May 31st*
- *Cesar states that it is because we want to focus on reservations for student organizations during the fall/spring semesters, and focus on commercial/private reservations during the summer*
- *Motion to approve the Facilities and Equipment Credits Policy and Procedures*
- *Motion carries 13-0-0*

VII. Discussion

VIII. Reports

a. SC Board of Directors

- *No Reports*

b. ASI Representative- Adela Gonzalez

- *Adela states that the Budget Committee will start meeting soon, and that she will be working with Gianna and Cesar to create a budget formulation timeline*

c. SC Vice Chair- Manuel Parreno

- *Manuel states that his initiatives of the Stan State letters and Warrior Grill patio seating have been moved into the expansion plan*
- *He states that he is now working on his third initiative of bringing a farmer's market to the Student Center*

d. SC Vice Chair of Finance- Gianna Nunes

- *Gianna states that we approved the proposal and funds for her Pride Flagpole initiative, so she is now waiting to meet with Christine Erickson to discuss legal concerns*
- *She states that she updated the Student Center Fee transparency infographic, and it is now up on the website and social media*
- *She states that she will also be working on the budget formulation timeline*

e. ASI Leadership Manager- Katie Rotan

- *Katie states that the Warrior Card funds/Flex Cash for this semester have been disbursed into Board members' accounts*
- *She states that they will be sending out codes for Spring parking permits next week*
- *She states that if you were appointed to a university-wide committee in the fall semester, you will remain on that same committee unless you are no longer available during that time*
- *She states that our Pancake Breakfast will be on Thursday, January 26th from 8am-12pm and reminds us to fill out the availability form that Melannie sent out*
- *She states that our Birthday Bash event will be on Wednesday, February 1st from 10am-6pm, and that an availability form was also sent out*

f. SC Chair- Mariah Burciaga

- *Mariah states that she will be formulating all the ideas from our brainstorming session during retreat into a document for us to look back on throughout the semester*
- *She states that she will also be presenting that same presentation at the Staff Training on Monday to gain feedback from student staff*
- *She states that she will be using initiative funds to request three tablecloth covers for student organizations for a raffle*
- *She states that she is on the Search Committee for the Dean of Students at the Stockton Campus, and that they will be meeting throughout this semester*
- *She states that our first meeting of the Spring semester is February 9th, and the calendar invites for Board meetings and Facilities Committee meetings have been sent out*

g. SC Executive Director- Cesar Rumayor

- *Cesar states that we are working on informing SLD about the reservation credits policy for student organizations, and we are working with our team to provide information sessions*
- *He states that all student organizations who attend the information sessions will be entered into a raffle to win a custom tablecloth*
- *He states that we will be having conversations regarding a new proposal for the Quad area*
- *He states that our Custodial Services Supervisor has given their two-week's notice, so we will begin interviews for the position within the next two weeks*
- *He states that at the next Board meeting, we are going to request to close down the Gaming Center and use the space for a Conference & Events office*

IX. Announcements

- *Rose states that President Junn announced her retirement yesterday*

X. Adjournment

- *Motion to adjourn by Michael, second by Adela*
- *Motion carries 13-0-0*
- *Meeting adjourned by 4:03PM*

Minutes approved at a regularly scheduled meeting held on February 9, 2023.

Mariah Burciaga

Mariah Burciaga (Feb 10, 2023 11:08 PST)

Mariah Burciaga, Chair