



California State University, Stanislaus
UNIVERSITY STUDENT CENTER
BOARD OF DIRECTORS

Minutes

Thursday, December 8th, 2022

3:30pm

University Student Center – Board Conference Room (SC102)

I. Call to Order- *Meeting called to order at 3:30PM*

Roll Call- *Mariah Burciaga, Manuel Parreno, Gianna Nunes, Cesar Gonzalez- Quiroz, Amelia Velazquez Valencia, Jady Glushenko, Kelly Costa, Michael Marko, Samantha Camacho, Adela Gonzalez, Rose McAuliffe, Cesar Rumayor, Katie Rotan, Melannie Castellanos*

Absent- *Alice Pollard, Gary Potter, Edward Erickson, Heather Dunn Carlton*

Guest- *Stephanie Faria, David Sawyer*

a. Points report

- *Five permanent points for Jady Glushenko*

II. Approval of Agenda for December 8th, 2022

- *Motion to approve by Amelia, second by Michael*
- *Motion carries 10-0-0*

*Rose came in at 3:31pm**

III. Approval of Minutes for November 10th, 2022

- *Motion to approve by Adela, second by Cesar G.*
- *Motion carries 11-0-0*

IV. Open Forum

V. Presentation

a. ABS Food Services- Presented by Stephanie Faria, David Sawyer, Rose McAuliffe

- *Stephanie states that the current hours of operation for Winter will be announced to the campus community through email next week*
- *She states that all food vendor operations except Starbucks will be closed December 19th through December 22nd, and all operations will be closed December 23rd through January 2nd*
- *She states that the only vendor open during Winter session will be Starbucks, and mostly all operations will be open next Spring*
- *Rose states that there is a possibility Shake Smart will close down, and that their goal is to have a smoothie location in Main Dining when it opens*
- *Gianna asks about the anticipated opening date for Main Dining*
- *Stephanie states that Main Dining is anticipated to open in Fall 2023*
- *Mariah asks about the reason for the closure of Shake Smart*
- *Stephanie states that it is due to the lack of enrollment and sales*

- David states that there is an added expense of having a name-brand food vendor such as Starbucks and Shake Smart because we have to pay 7.5% to the companies
- He states that sales have slowed significantly and keeping Shake Smart open would be difficult
- Gianna asks what period of time they are referring to when looking at foot traffic and sales
- David states that they are looking at the start of the Fall semester until the end of November
- Mariah asks about the sales for the other food vendors
- Stephanie states that Starbucks sells the most, and that the biggest driving force of sales is the campus population
- Adela asks about dining operations being closed during finals week
- Stephanie states that food operations should be open next week
- She states that students can give feedback through the Warrior Eats website
- Gianna asks about the current budget impacts of our enrollment numbers
- Stephanie states that the priority is students who are residents on campus and have meal plans
- Rose states that we are negative anywhere from \$60,000 to \$80,000 each month because of low food sales, and the university is covering the shortage
- Stephanie states that they are operating on the campus's wishes of having all venues open
- Rose asks for opinions about sending out another survey to students
- Mariah states that students are filling out the surveys and nothing is being changed
- Stephanie states that they took student feedback into consideration and took action on the results
- Manuel asks if there is a way to reach out to students if there are not enough survey responses
- Stephanie states that if they send out too many emails in a short time period, they get overlooked
- Gianna recommends that they send out another survey with some kind of incentive for students
- Stephanie states that the Chartwells contract includes the sale of food and beverages from food trucks, which may include Chartwell-operated and/or subcontracted food trucks
- She states that if we contract food trucks on campus, we must ensure that student residents can use their meal plans, and her goal is to make it happen for the Spring semester
- Rose states that Main Dining is open for students to use, and it is reservable through 25Live
- Cesar asks how we can get feedback from students to be used for the start of the Spring semester
- Stephanie states that we will collect feedback next semester and use it for the Fall 2023 semester and proposes that we work together to structure a survey
- David states that he is working on a negotiation in the contract to hold Chartwells accountable through financial repercussion if they do not meet an average of 80% satisfaction or higher

b. ACUI Takeaways- Presented by SC Chair, SC Vice Chair, SC VC of Finance, and SC Student Director

- Mariah states that they recently attended ACUI Conference at CSU Dominguez Hills and took a tour of their Student Union
- She states that her and Gianna presented at a round-table discussion about spending student fees equitably
- She states that they learned about working one-on-one with student organizations, how to create relationships with campus departments, how to reassess reservations in order to maximize space, and prioritizing revenue from outside sources
- She states that their union has a reservations area, refrigerated lockers for food storage, centralized meeting spaces on one floor, and a map including all features of the union space
- Gianna states that she attended a session about how higher education institutions can support historically marginalized students by taking a student-centered approach to rebuilding spaces

- *She states that she also attended a session about effective self-leadership using the SOAR model*
- *Manuel states that he attended a session about how to manage conflict resolution from a leadership perspective, interest-based leadership, disfunctions of a team, solutions, boundaries, and engaging in conflict resolution*
- *He states that he also attended a session about ice breakers and team builders, inter-department bonding, and knowing your staff*
- *Samantha states that she attended a session about CSUSB's Union expansion, and some things they took into consideration are visiting other campuses for inspiration, making staffing a priority by creating over one hundred student jobs, and locker rooms for student employees*

VI. Action Items

a. Approval of the Funeral or Bereavement Time Off Policy for Student Staff

- *Motion to approve by Michael, second by Gianna*
- *Mariah states that student staff will now have five unpaid days off for funeral or grieving time*
- *Motion to approve the Funeral or Bereavement Time Off Policy for Student Staff*
- *Motion carries 11-0-0*

b. Approval of the Funeral or Bereavement Time Off Policy for Professional Staff

- *Motion to approve by Michael, second by Manuel*
- *Mariah states that the revision to the policy already in place is a change of verbiage for siblings and in-law relations*
- *Cesar G. asks if student employees have jury duty time off*
- *Mariah states that we will be discussing that topic at a later meeting*
- *Motion to approve the Funeral or Bereavement Time Off Policy for Professional Staff*
- *Motion carries 11-0-0*

c. Approval of the Revised Sick Leave Policy for Student Staff

- *Motion to approve by Gianna, second by Samantha*
- *Mariah states that sick leave may be taken to care for a designated person, whom must be identified before the leave begins, and cannot be changed for twelve months*
- *Rose asks what the policy is if a student employee is sick for more than three days*
- *Cesar states that students can use their accrued sick hours, or if there is not a need for the student to come back after three days, they will not be punished*
- *Motion to approve the Revised Sick Leave Policy for Student Staff*
- *Motion carries 11-0-0*

d. Approval of the Revised Sick Leave Policy for Professional Staff

- *Motion to approve by Michael, second by Manuel*
- *Mariah states that the revision to the policy was also the addition of a designated person to take time off for, which cannot be changed within a twelve month period*
- *Rose asks how many sick days staff accrues per month*
- *Mariah states that it is one day per month for full-time employees*
- *Motion to approve the Revised Sick Leave Policy for Professional Staff*
- *Motion carries 11-0-0*

e. Approval of the Revised Family Medical Leave Policy for Professional Staff

- *Motion to approve by Michael, second by Samantha*

- *Mariah states that one change is the California Family Rights Act*
- *She states that a designated person was added, limited to one person per year*
- *Motion to approve the Revised Family Medical Leave Policy for Professional Staff*
- *Motion carries 11-0-0*

f. Approval of the Revised Student Staff Performance Review Policy

- *Motion to approve by Michael, second by Gianna*
- *Mariah states that student staff will be evaluated after a six month introductory period, under a six month period under new supervision, and a final evaluation during their last semester*
- *Cesar states that student staff can take their evaluations with them to their new employers*
- *Kelly asks about the removal of merit increases in the policy*
- *Cesar states that we are approaching wages by looking at the cost of living rather than merit*
- *Motion to approve the Revised Student Staff Performance Review Policy*
- *Motion carries 11-0-0*

g. Approval of the Revised Professional Staff Performance Review Policy

- *Motion to approve by Adela, second by Michael*
- *Mariah states that the evaluations for professional staff will be done initially after the six month introductory period at the end of the fall semester then every two years, and also after six months under new supervision*
- *Motion to amend the policy to go into effect January 1st, 2023, by Michael, second by Cesar G.*
- *Motion carries 11-0-0*
- *Motion to approve the Revised Professional Staff Performance Review Policy effective January 1st*
- *Motion carries 11-0-0*

h. Approval of the Revised Health Insurance Policy for Professional Staff

- *Motion to approve by Michael, second by Cesar G.*
- *Cesar states that it is costly to provide health insurance, and there are opportunities to provide incentives for staff in different ways*
- *He states that we have some younger staff who can remain on their parents' insurance or staff who could choose to be on their spouse's insurance*
- *He states that we want to increase the amount that employees receive if they waive health insurance benefits*
- *He states that employees must legally provide proof of health insurance from another private sector if they opt to waive health insurance*
- *Motion to approve the Revised Health Insurance Policy for Professional Staff*
- *Motion carries 11-0-0*

i. Approval of the Revised SC Facilities and Equipment Fees

- *Motion to approve by Michael, second by Samantha*
- *Mariah states that Cesar has been in conversations with our Facilities team & Reservations team regarding facility and equipment fees*
- *She states that they decided to revise the fees to bring student organizations back into the SC*
- *Cesar states that we looked at what does or does not need a charge*

- *Rose asks why we charge for the use of the Warrior Lawn, Warrior Square, and the Quad if they are not technically part of the Student Center*
- *Cesar states that the Warrior Lawn and Warrior Square are part of the footprint of the SC, but there is no official MOU stating that the Quad is part of our footprint*
- *Motion to approve the Revised SC Facilities and Equipment Fees*
- *Motion carries 10-0-1*

j. Approval of the SC Cabling Streaming Service Proposal with DirectTV

- *Motion to approve by Michael, second by Cesar G.*
- *Cesar states that we will be paying for commercial streaming for the SC*
- *He states that Housing used to have the cabling contract under their department but decided to cancel it due to an absence of demand from students*
- *He states that there have been many requests in the Warrior Grill to have cable streaming*
- *He states that we are negotiating an MOU with the Housing department*
- *Adela asks about the split of the payment between other departments*
- *Cesar states that we are currently negotiating with Housing the amount they will be paying*
- *Motion to approve the SC Cabling Streaming Service Proposal with DirectTV*
- *Motion carries 11-0-0*

VII. Discussion

VIII. Reports

a. SC Board of Directors

- *No reports*

b. ASI Representative- Adela Gonzalez

- *Adela wishes us good luck on finals*

c. SC Vice Chair- Manuel Parreno

- *Manuel reminds us to RSVP for Winter Retreat*
- *He states that he is working with Melannie on Spring events*

d. SC Vice Chair of Finance- Gianna Nunes

- *Gianna states that she attended a Student Health Advisory Committee meeting where they discussed promotional communication ideas since there are many students who are not aware of services provided by the Health Center*

e. ASI Leadership Manager- Katie Rotan

- *Katie reminds us that the ASI & SC Holiday Pajama Party is next Tuesday, December 13th*
- *She states that ASI is working on supporting student organizations and they will be hosting a tabling & recruitment workshop on Friday, January 27th led by the ASI Marketing Team*
- *She states that all student orgs who attend will be entered into a raffle to win a branded table throw*
- *She states that we are hosting a student organization fair on February 8th*

f. SC Chair- Mariah Burciaga

- *Mariah states that meeting dates and calendar invites have been sent out for Spring 2023*
- *She states that she has been working with Cesar to develop a plan for expansion*
- *She states that the Student Center will be putting up a framed picture of each year's homecoming winners to encourage student organizations to get involved*

g. SC Executive Director- Cesar Rumayor

- *Cesar states that we are in the process of working on policies & procedures for our reservations, and that we are going to propose to turn the Gaming Center into a reservations office*
- *He states that we have not opened the Gaming Center because we are not legally allowed to charge for the use of gaming rentals*
- *He states that we are looking into bringing a gaming truck to campus for students who are still interested in gaming services*
- *He states that the Music department will be doing Christmas caroling on Friday, December 9th at 12:30 pm at the Warrior Steps*

IX. Announcements

- *Mariah states that the Programming department will be serving late night breakfast from 6pm-9pm in the Student Center*

X. Adjournment

- *Motion to adjourn by Michael, second by Cesar G.*
- *Motion carries 11-0-0*
- *Meeting adjourned by 4:56PM*

These minutes were approved at a regularly scheduled meeting held on January 19, 2023.

Mariah Burciaga

[Mariah Burciaga \(Jan 20, 2023 09:27 PST\)](#)

Mariah Burciaga, Chair