

Associated Students, Incorporated
California State University, Long Beach
UNIVERSITY STUDENT UNION BOARD OF TRUSTEES AGENDA
Meeting #7

Date/Time: Friday, December 2, 2016 (1:00 p.m.)
Location: Stuart L. Farber Senate Chamber
Chair/Office: Anna Pavlova, USU-311

Members of the public will be given an opportunity to address the University Student Union Board of Trustees during Public Comments. Fifteen minutes will be equally divided amongst those who sign the Speaker's List. Individuals will be recognized to speak prior to a floor debate.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ADDITIONS/CORRECTIONS TO THE AGENDA**
4. **PUBLIC COMMENTS**
 - A. Comments from the Gallery
 - B. Comments from the Board
5. **APPROVAL OF MINUTES**
 - A. Campus Relations Meeting Minutes #4, November 14, 2016√
 - B. Facilities Meeting Minutes #4, November 7, 2016√
 - C. Program Evaluation Minutes #4, November 14, 2016√
 - D. Services Meeting Minutes #4, November 15, 2016√
 - E. USUBOT Meeting Minutes #6, November 4, 2016√
6. **REPORTS**
 - A. Chair Report
 - B. Vice-Chair Report
 - C. USU Management Report
 - D. Senate Report
 - E. Committee Report
 - 1) Campus Relations
 - 2) Facilities
 - 3) Program Evaluation
 - 4) Services
 - F. Representatives Report
 - 5) Alumni
 - 6) Faculty
 - 7) Staff
 - 8) University
7. **OLD BUSINESS**
8. **NEW BUSINESS**
 - A. 2016-2017 SRWC Operating Calendar, Revision *Proposal* √
 - B. 2016-2017 USU Operating Calendar, Revision *Proposal* √
 - C. Program Evaluation: Final's Week √
 - D. Program Evaluation: Instructional Class Program √
 - E. Rotating Art Gallery
 - a. Gobble, Jason √
 - b. Najera, Anthony √
 - F. SRWC Facility Fee Structure and Schedule 2017-2018, *Proposal* √
 - G. SRWC Membership Fee Schedule 2017-2018, *Proposal* √
 - H. SRWC Recreation Program Fee Schedule 2017-2018, *Proposal* √
 - I. USU Facility Fee Schedule 2017-2018, *Proposal* √
 - J. USU Games Center User Fee Schedule 2017-2018, *Proposal* √
9. **CLOSING COMMENTS**
10. **ADJOURNMENT**

✓ Indicates the report is attached.

Associated Students, Incorporated
California State University, Long Beach

UNIVERSITY STUDENT UNION BOARD OF TRUSTEES MINUTES
Meeting #7
December 2, 2016

1. **CALL TO ORDER**

Pavlova called the meeting to order at 1:17 p.m.

2. **ROLL CALL**

Voting Members Present:

Yasmin Elasmr (ASI Senate Representative)
Marvin Flores (ASI President - *arrived at 1:32 p.m.*)
Jerry Galbreath (Alumni Representative)
Leslie Garcia (USUBOT Vice-Chair)
Berta Hanson (University Staff Representative)
Pei-Fang Hung (Faculty Representative- *left at 2:00 p.m.*)
Dr. Jeff Klaus (V.P. for Student Services Designee)
Anna Pavlova (USUBOT Chair)
Natasha Romero (Student Trustee At-Large)
Brian Sath (Student Trustee At-Large)
Giovanni Smith (ASI Treasurer)
Langston Tolbert (Student Trustee At-Large)
Logan Vourmas (ASI Vice-President)
Ka Cin Wong (ASI Senate Representative - *left at 2:09 p.m.*)

Non-Voting Members Present:

Sylvana Cicero (Director, USU & SRWC)
Richard Haller (ASI Executive Director - *left at 1:59 p.m.*)

Guest Present:

Christopher Gutierrez (Program Coordinator, Student and Recent Alumni Programs)
Kaila-Marie Hardaway (Lead Programs Assistant, Beach Pride Events)

Voting Members Not Present:

Sharon Taylor (Assoc. VP, Financial Mgmt.)

Non-Voting Members Absent:

3. **ADDITIONS/CORRECTIONS TO THE AGENDA**

(M) Wong (S) Sath moved to approve the agenda as is.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 13.0.0

4. **PUBLIC COMMENTS**

A. Comments from the Gallery

1. Beach Pride Events

Hardaway presented the monthly report for Associated Students, Inc. (ASI) Beach Pride Events and informed the board of the following upcoming events:

The Beach Pride Events programming team recently attended the National Association for Campus Activities (NACA) Conference. The conference allowed programmers and events planners to meet various performers and learn different strategies for potential implementation within our organization.

Gobble Games and Can Castles was a success with nearly 100 participants in attendance. The event consisted of different fall themed activities for students. All of the canned goods used in the Can Castles competition were donated to the ASI Beach Pantry.

The first ever Queer Arts and Crafts Fair took place on November 30. This event was in collaboration with individuals from ASI Government and allowed students to sell their own crafts and creations.

The Speed Dating event was scheduled to take place on December 7 from 8-10 p.m. in the University Student Union (USU) Ballrooms. There was a record number of 134 students registered for the event.

The theme for this year's Finals Week was "Breeze Through Finals." There would be various activities and food giveaways in which students could participate.

B. Comments from the Board

There were none.

5. APPROVAL OF MINUTES

Pavlova called for the approval of the minutes all at once.

- A. Campus Relations Meeting Minutes #4, November 14, 2016✓
- B. Facilities Meeting Minutes #4, November 7, 2016✓
- C. Program Evaluations Meeting Minutes #4, November 14, 2016✓
- D. Services Meeting Minutes #4, November 15, 2016✓
- E. USUBOT Meeting Minutes #4, November 4, 2016✓

(M) Smith (S) Galbreath moved to approve the minutes all at once.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 13.0.0

6. REPORTS

A. Chair:

Pavlova presented her chair report:

The ASI Winter Mingle was scheduled to take place on December 2 from 5:30-8:30 p.m. in the USU Ballrooms. There would be casino games, photo opportunities, and hors d'oeuvres provided.

The ASI Spring Retreat was scheduled to take place on January 18 from 8-5 p.m. in the USU Ballrooms.

An Ad-Hoc Committee met to discuss capital requests. Approved items would be presented to the board during the January University Student Union Board of Trustees (USUBOT) Meeting.

Pavlova shared with the board some of Sustain U's recent accomplishments:

- Expanding the "Trash Talker" outreach to nearly 100 contacts
- Adding compost to the Student Recreation and Wellness Center (SRWC)

- Revamping the entire waste hub system, including the revision of the bin signage

Pavlova informed the board that the Sustain U team would provide a presentation at a spring USUBOT meeting.

B. Vice-Chair:

There was none.

C. USU Management Report:

Cicero presented her management report:

We are collaborating with ASI Administration on implementation of a procurement card with Wells Fargo. This could eliminate excess paper and be more efficient in purchasing within each department.

The Associate Director, SRWC Farron Fowler start date was scheduled for January 3, 2017.

Interviews for the Associate Director, Facility Operations positions have concluded. An offer would be presented to the final candidate.

Bob Weaver announced his impending retirement. Larry Acosta and Angel Bañuelos have accepted positions at California State University, Fullerton. A retirement celebration for Weaver would be held December 20 from 12-2 p.m. in the USU Ballrooms. All vacant positions within the facilities and maintenance departments would be posted on the ASI website.

Interviews for the Activities Director would begin the week of December 5.

The Greek Room was emptied. Any remaining items were donated to the Swap Shop or placed in storage temporarily.

The USU Information Center was considering the opportunity to sell whale watching and Harkins Movie Theater tickets. Magic Mountain ticket prices had increased to \$52. The only offered AMC tickets were being sold at an increased price of \$10.25. The new tickets did not have restrictions.

The SRWC pool heater was out of service. The new heater was ordered and would arrive by December 9. The MAC gym would remain closed until a repair of the glass wall was completed. All activities and events were moved to the main gym.

The SRWC Fall into Giving month was very successful. The items were donated to the ASI Beach Pantry. A Night of Relaxation was scheduled for December 7. The inclusive program, Love Your Body Week, was successful. Intramural championship games have begun. The dodgeball tournament was scheduled to take place on December 7 at 6 p.m. ASI Communications and the SRWC were collaborating to create an ASI employee wellness application.

Sustain U and the Recycling Center were working together to rebrand the compost and trash bins. The colors of the compost and trash bins were altered to maintain consistency throughout campus and the community.

ASI and the university were collaborating on a pilot project in an effort to achieve a zero waste campus. The Recycling Center was accepting applications for student assistant positions.

The Belmont Shore Christmas Parade was scheduled for December 3. Beach Pride Events was in the process of hiring a full-time Events Coordinator and a front desk Student Assistant for the Beach Pride Center. The first Farmers Market of the semester was successful.

KBeach and College Beat TV won multiple awards for a variety of their entries. Nicole Ilagan, Chief Executive Producer, was hired as an intern for "The Tonight Show with Jimmy Fallon." Tyler Fernandez, producer for College Beat TV, was also hired as an intern for Lionsgate Films.

D. Senate Report:

Elasmar presented the senate report:

The following resolutions were passed: Ethnic Studies Report, support for increased hydration stations on campus, bylaw amendment for Board of Director Responsibility, bylaw amendment for ASIMBOT Student at Large Accountability, and opposition to possible tuition increase.

A senate representative was elected to the Beach Pride Events Executive Board. An Isabel Patterson Child Development Center (IPCC) BOT Trustee at-Large was also elected.

The senators were working on the following projects:

- Creating more food options within the University Dining Plaza
- Supporting a sanctuary campus for AB 540 and undocumented students
- Creating additional kinesiology classes for students in the Health and Human Services College to assist in timely graduation
- Beach Ambassadors Program for international students
- Coffee with the Dean events

Elasmar informed the board that the Beach Ambassadors Program was designed to connect international with CSULB students and assist in their transition on campus. The program was a collaborative effort with the Center for International Education.

E. Committees:

Campus Relations: Romero shared her experience from the ACUI Conference and ideas prompted by her attendance.

Romero reported on the November events. The activity on the ASI and SRWC websites was positive during the month of October. November SRWC website activity was down as anticipated.

During the ACUI Conference, ASI Communications received several awards for a variety of their work. Video Productions released two episodes each of AS Fit, Beach Week, and Beach Buzz. A promotional video for the Big Event Survey II would be released during the week of December 5.

Facilities: Sath informed the board that the resume screenings for the Associate Director of Facilities have been completed. An offer would be made very shortly.

Inquiries from a general student about a potential nap room were still being discussed.

Proposals regarding the Greek Room and all-gender restrooms would be discussed during the January Facilities' Subcommittee meeting.

Program Evaluation: Garcia shared her experience from the ACUI Conference.

The SRWC Overnight Adventure Trip to Joshua's Tree was very successful. The final Overnight Adventure Trip for the semester would be on December 6 at Stoney Point.

During the upcoming Beach Pride Events' meeting, the members planned to discuss what they learned from the National Association of Campus Activities (NACA) Conference as well as any ideas for future events.

The Program Evaluation committee planned to evaluate Gobble Games, Can Castles (Beach Pride Events) and the Group Exercise Program (SRWC) during their upcoming meeting. The committee would also discuss the program evaluations for the spring semester.

Services: Tolbert shared his experience from the ACUI Conference. He enjoyed attending all of the workshops, including the Women in Leadership workshop.

The Beach Pantry has had over 1,900 visits.

The National Auxiliary College & University Food Services (NACUFS) Survey was complete. Both Subway and Sbarro did not receive the minimum number of surveys to enable a complete assessment.

The Services Committee planned to replace the microwaves in the USU due to student concerns.

F. Representatives Report:

Alumni: Galbreath informed the board that the Homecoming and Open House events were a success. Over 3,500 CSULB community members enjoyed the various festivities. The Alumni staff thanked ASI, Taylor Buhler-Scott, and Kaila-Marie Hardaway for serving on the Homecoming Planning Committee.

Seniors were invited to join the Alumni Association during their final year. For a fee of forty-nine-dollars, members would receive exclusive communications, event invitations, and benefits.

Gutierrez clarified that it takes approximately 10 to 15 days to receive items included with the Alumni Association membership. The official membership card would be mailed out once the student's degree was posted.

The Alumni Association was increasing efforts to provide mentoring opportunities. A form on BeachSync was available for interested student mentees. There were no formal interviews or other major time commitments for mentees.

Faculty: Hung reported that during the academic standards meeting they discussed the recently approved Proposition 55 which prevented a 240-million-dollar budget cut to the California State University (CSU) system.

The BUILD Project offered research training opportunities for undergraduate students interested in pursuing a career in health-related research. The project also aimed to mentor students who were applying for graduate schools. An information session was scheduled for December, 2016.

The CSU system was in the process of advocating for the Teacher Education Initiative. Due to huge demands in math and science majors, they were supporting additional teacher education.

Staff: Hanson informed the board that the university would be hosting a Cherishing the Children Christmas party on December 9 at The Pointe from 3-6 p.m. Everyone was welcome.

University: Klaus reported that the Student Success Center would be moving forward. The funding would begin in 2017 and should take about 18 months to complete.

A task force would be formed regarding alcohol and tailgating on campus. The Athletics Department asked the President to allow tailgating prior to athletic events. According to campus regulations, alcohol advertisement was prohibited. The task force was created to ensure consistency of campus regulations and fairness to students. Any board students interested in becoming involved on the task force were invited to participate.

7. OLD BUSINESS

There was none.

8. NEW BUSINESS

A. 2016-2017 SRWC Operating Calendar, Revision Proposal

Sath provided details on the 2016-2017 SRWC Operating Calendar Revision Proposal. (Available upon request in the USU Administration Office, Room 225)

Specific changes included:

- Winter break reduced hours would be extended until January 22, to coincide with the campus schedule.

Discussion ensued.

(M) Wong (S) Tolbert moved to approve the 2016-2017 SRWC Operating Calendar, Revision Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 13.0.0

B. 2016-2017 USU Operating Calendar, Revision Proposal

Sath provided details on the 2016-2017 USU Operating Calendar Revision Proposal. (Available upon request in the USU Administration Office, Room 225)

Specific changes included:

- The USU and the campus would be closed on Monday, January 2, 2017 as this was the campus observed New Year's holiday.
- The USU would remain open on Sunday, May 21, 2017 to accommodate any cultural graduations.

Discussion ensued.

(M) Garcia (S) Elasmr moved to approve the 2016-2017 USU Operating Calendar, Revision Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 12.0.0

C. Program Evaluation: Final's Week

Garcia provided a brief overview of the Final's Week Program Evaluation. The event was a semi-annual, week-long event for students of CSULB. The event promoted a fun and relaxing atmosphere to de-stress and reenergize students during the last week of each semester. Students were provided with snacks, beverages, and activities to assist them as they study for final exams. The events were held simultaneously in the USU and SRWC, and offered all services free of charge to students. Per the results of the evaluation, the committee recommended to continue to event. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Romero (S) Sath moved to accept the Program Evaluation: Final's Week.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 12.0.0

D. Program Evaluation: Instructional Class Program

Garcia provided a brief overview of the Instructional Class Program Evaluation. This program provided the CSULB community with opportunities to enhance quality of life through mental, social, and physical wellness. Industry professions taught the specialized SRWC fitness classes. The program consisted of two 6-week classes each semester to SRWC members at a nominal fee. The program included skill-based classes designed for progression. Per the results of the evaluation, the committee recommended to continue the event. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Romero (S) Sath moved to accept the Program Evaluation: Instructional Class Program.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 11.0.0

E. Rotating Art Gallery

- a. Gobble, Jason
- b. Najera, Anthony

Garcia informed the board that in the previous Program Evaluation Committee meeting, both artists were reviewed and approved. The board reviewed the artwork of both artists. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Elasmr (S) Klaus moved to accept the above mentioned artists for the Rotating Art Gallery.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 11.0.0

F. SRWC Facility Fee Structure and Schedule 2017-2018, Proposal

Tolbert reviewed the SRWC Facility Fee Structure and Schedule 2017-2018 Proposal. The proposal included the SRWC rental rates for 2017-2018. The rationale for the revised fee schedule was to adjust for the minimum wage increases. Additional revisions included a new storage fee rate for faculty and off-campus members and verbiage modifications. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Garcia (S) Galbreath moved to approve the SRWC Facility Fee Structure and Schedule 2017-2018, Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 10.0.0

G. SRWC Membership Fee Schedule 2017-2018, Proposal

Tolbert informed the board that there were no modifications made from the 2016-2017 Fee Schedule. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Garcia (S) Romero moved to approve the SRWC Membership Fee Schedule 2017-2018, Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 10.0.0

H. SRWC Recreation Program Fee Schedule 2017-2018, Proposal

Tolbert reviewed the SRWC Recreation Program Fee Schedule 2017-2018 Proposal. Specific changes included: a bike rack addition, modification of backpack size classifications, and new rental items including a kayak, life vest, spike ball, cricket set, and dromedary. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Romero (S) Garcia moved to approve the SRWC Recreation Program Fee Schedule 2017-2018, Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 10.0.0

I. USU Facility Fee Schedule 2017-2018, Proposal

Tolbert reviewed the USU Facility Fee Schedule 2017-2018 Proposal and specified that there was an hourly increase of one dollar per hour for Games Attendants, Building Managers, Student Custodial Assistants, and Student Maintenance Technicians in order to comply with minimum wage. (Available upon request in the USU Administration Office, Room 225)

Discussion ensued.

(M) Smith (S) Romero moved to approve the USU Facility Fee Schedule 2017-2018, Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 11.0.0

J. USU Games Center Fee Schedule 2017-2018, Proposal

Tolbert reported that there were no changes made from the 2016-2017 user fee schedule.

Discussion ensued.

(M) Garcia (S) Sath moved to approve the USU Games Center Fee Schedule 2017-2018, Proposal.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 12.0.0

9. CLOSING COMMENTS

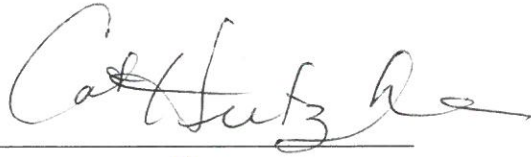
Cicero clarified that the University Interfaith Center still provided a food pantry for CSULB students, though it was smaller than the current ASI Beach Pantry.

Cicero thanked the board for a very successful fall semester.

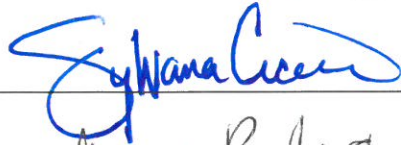
10. ADJOURNMENT

Pavlova adjourned the meeting at 2:24 p.m.

Catherine Heitzhaus
USUBOT Recording Secretary



Sylvana Cicero
USUBOT Board Secretary



Anna Pavlova
USUBOT Chair

