

Associated Students, Incorporated
California State University, Long Beach
UNIVERSITY STUDENT UNION BOARD OF TRUSTEES AGENDA
Meeting #8

Date/Time: Friday, January 6, 2017 (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. 2017-2018 AdHoc Meeting, Capital Requests #1, December 2, 2016✓
 - B. Campus Relations Meeting Minutes #5, December 7, 2016✓
 - C. USUBOT Meeting Minutes #7, December 2, 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. 2017 Capital Requests✓
 - B. Skyfactor Assessment Results, *Informational*
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 #8
January 6, 2017

1. **CALL TO ORDER**

Pavlova called the meeting to order at 1:04 p.m.

2. **ROLL CALL**

Voting Members Present:

Yasmin Elasmr (ASI Senate Representative)
Jerry Galbreath (Alumni Representative)
Leslie Garcia (USUBOT Vice-Chair)
Berta Hanson (University Staff Representative)
Dr. Jeff Klaus (V.P. for Student Services Designee)
Anna Pavlova (USUBOT Chair)
Natasha Romero (Student Trustee At-Large)
Giovanni Smith (ASI Treasurer)
Langston Tolbert (Student Trustee At-Large – *arrived at 1:19 p.m.*)
Logan Vournas (ASI Vice-President)

Voting Members Not Present:

Marvin Flores (ASI President)
Pei-Fang Hung (Faculty Representative)
Brian Sath (Student Trustee At-Large)
Sharon Taylor (Assoc. VP, Financial Mgmt.)
Ka Cin Wong (ASI Senate Representative)

Non-Voting Members Present:

Sylvana Cicero (Director, USU & SRWC)
Richard Haller (ASI Executive Director)

Non-Voting Members Absent:

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

(M) Vournas (S) Elasmr moved to approve the agenda as is.

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 9.0.0

4. **PUBLIC COMMENTS**

A. Comments from the Gallery

Farron Fowler, Assistant Director, Student Recreation and Wellness Center (SRWC), greeted and introduced himself to the board.

B. Comments from the Board

There were none.

5. **APPROVAL OF MINUTES**

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

A. 2017-2018 AdHoc Meeting, Capital Requests #1, December 2, 2016✓

B. Campus Relations Meeting Minutes #5, December 7, 2016✓

C. USUBOT Meeting Minutes #7, December 2, 2016✓

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

1st: Pass 2nd: Pass

VOTE ON THE MOTION

PASSES 9.0.0

6. REPORTS

A. Chair:

Pavlova informed the board that the ASI Government Spring Retreat was scheduled for January 18 from 8-5 p.m. in the USU Ballrooms.

B. Vice-Chair:

Garcia thanked the USUBOT students for successfully completing the 100 Days 100 Classes Initiative.

C. USU Management Report:

Cicero presented the management report:

Arnecia Bryant has accepted the Associate Director, Facilities position. Bryant's start date was scheduled for February 1, 2017.

Parker Chalmers has accepted the Beach Events Coordinator position.

A number of full-time employees would be attending the Auxiliary Organizations Association (AOA) Conference on Monday, January 9, 2017. Vournas would also be attending as a guest speaker, along with Carol Menard, Assistant Dean of Students, and Rashida Crutchfield, Assistant Professor. They would be presenting on food insecurities within the California State University (CSU) system and the ASI Beach Pantry.

The Martin Luther King Celebration was scheduled for January 12 at 3:30 p.m. in the Beach Auditorium.

Department managers have begun preparing for the 2017-2018 budget.

Training for newly hired employees was conducted throughout the University Student Union (USU) Commercial Services Department.

The Afrikan Black Coalition (ABC) Conference was scheduled for January 13-16. The conference would take place in the University Student Union (USU) and around campus with roughly 700 guests expected to attend. ASI would be sponsoring the Unity Carnival On Friday, January 13. Various games and activities would take place in the USU Games Center and North Lawn.

The Active Shooter Training was scheduled for January 17 at 9 a.m.

The SRWC Intramural Dodgeball Tournament was a success with nine participating teams. The Rock Wall was scheduled to be closed for three weeks beginning December 17 for cleaning and rerouting. Project Chill returned on December 7 with 149 participants and 127 participants during the week of finals. The SRWC was in the process of hiring new student employees for the spring semester. Training would be conducted over the winter break.

The SRWC Facility Services has received a new washer and dryer. The Facilities Department would begin deep cleaning the escalator during the week of January 16 in order to have it ready for the commencement ceremonies. Due to weather conditions, some leaks were discovered throughout the facility. An independent company would be offering a proposal for recaulking. The SRWC floor and indoor track were cleaned and detailed over the winter break.

The Recycling Center and the sustainability team were in the process of working on updating the waste hub signage. The Recycling Center was accepting Christmas trees for disposal.

Registration for Week of Welcome has begun. The deadline was scheduled for January 26 and no late registrations would be accepted. Finals Week was a success with 2,448 total served students at the SRWC and 7,597 total served students at the USU.

The ASI Awards and Installation Banquet was scheduled for May 5.

ASI Communications has been developing a new wellness application for all ASI student employees. They were in the completion stages of the new 22 West Media website and branding campaign. Signage throughout the USU and SRWC was being redesigned and updated. ASI Communications and Beach Pride Events were working together to promote ASI 60th Anniversary during the week of February 14.

The filing period for elections would begin January 23 on BeachSync. Student Government was finalizing the Reorganization Proposal. Vacant positions included Associate Justice and Secretary Sustainability.

Vournas informed the board that a Senator-at-Large position was also vacant.

D. Senate Report:

Elasmar presented the senate report:

Senate passed the bylaw amendment for Board of Directors Responsibility. A resolution was passed that supports CSULB as a sanctuary campus for undocumented students.

Francisco Alvarez was confirmed Attorney General.

E. Committees:

Campus Relations: Romero reviewed the analytics of the SRWC and ASI Corporate websites during the month of November. Overall, there was a decrease in visits compared to the previous month. This decline was most likely due to campus closure during the Thanksgiving break. The Union Weekly, KBeach, and Student Government websites saw a decrease in visits from the prior month; although, there was growth in visits compared to November 2015.

The Rec Report and Beachfront newsletters were discussed. The two most viewed stories included Dodgeball Tournament Takes You Back (146 clicks) and Owen's Condition for Tuition (840 clicks).

Romero informed the board that all of the social media pages displayed an increase in followers and general engagement compared to the previous year.

Facilities: Pavlova presented the facilities report in Sath's absence. The upcoming Facilities Subcommittee meeting was scheduled for January 20. At this meeting, the committee would discuss privacy walls for the all-gender restrooms on the USU third floor and the USU 310 Proposal.

Program Evaluation: There was none.

Services: Tolbert reported that the ASI Beach Pantry had a total of 2,300 visits during the fall semester. Food Finders delivered 20 boxes containing product this past Thursday. Additional shelves and a refrigerator was ordered and due to arrive shortly. During winter break, the Beach Pantry would be open Monday-Friday from 10-2 p.m. The committee was in the process of forming a team to help compost expired products.

F. Representatives Report:

Alumni: Galbreath reported that the Alumni Association was assisting in the organization of regional receptions that encourage alumni to network and reconnect. A reception in Santa Barbara was scheduled for February 18.

The Alumni Mixer was scheduled for March 23 in Long Beach, with the venue location still to be determined. Students that joined the Alumni Association would receive a special offer to attend.

The Alumni Association continued to provide mentoring opportunities. A form on BeachSync was available for interested student mentees.

Galbreath informed the board that the Alumni Association would be hosting a dinner followed by a show at the Carpenter Center on January 14. Over 90 alumni and guests would in attendance.

Faculty: There was none.

Staff: There was none.

University: Klaus reported that Student Life and Development had hired two new Greek Advisors.

The Seaport Marina Hotel was previously used by the university as a site for students who were in need of emergency housing. Due to an impending permanent closure, The Best Western, located on Pacific Coast Highway, was under consideration for the new location. A final decision would be determined by the end of the week.

The CalFresh training was completed. Information and details would be announced during the upcoming semester.

7. OLD BUSINESS

There was none.

8. NEW BUSINESS

A. 2017 Capital Requests

Pavlova briefly reported that during the capital outlay meeting, the board members discussed department requested assets and equipment for the USU and SRWC. Pavlova reviewed each of the items that were approved and discussed the total costs involved. The following were approved by the Capital Request Adhoc Committee:

- Auto scrubber
- Large area carpet extractor
- D&K Expression 42 plus laminator
- Treadmill (10)

- Stairmaster (2)
- Fitness cardio equipment- Water rower
- West Terrace furniture- 23 tables/96 chairs
- SRWC quickie all-court sport wheelchairs (4)
- SRWC climbing wall auto belay
- Privacy walls in the 3rd floor women's restrooms
- Standing ergonomic, adjustable desks (6)
- Video production equipment
- Powersol umbrella- outdoor charging station (10)
- USU meeting room improvements (5)
- Beach Ballroom ABC sound reinforcements

Cicero clarified that each manager met with their departments to discuss specific equipment or items needed in their area. The total cost of approved items totals \$298,933.80, which would be funded by the university-held reserve account.

(M) Vournas (S) Elasmr moved to approve the 2017 Capital Requests, Proposal.

1st: Pass 2nd: Pass

PASSES 10.0.0

VOTE ON THE MOTION

B. Skyfactor Assessment Results, Informational

Ahumada informed the board that the USU participated in the Association of College Unions Skyfactor Assessment. The survey has been conducted annually in the USU and SRWC and was recently conducted in May 2016. (Report available upon request in the USU Administration Office)

Ahumada gave a brief overview of the survey and the results:

- A random sample of 3500 CSULB students from Institutional Research were emailed to participate in the survey. Incentives for participating in the surveys included random drawings.
- The survey included 12 factors scaled on a 1-7 Likert scale.
- The survey factors were related to environment, entertainment, food variety, quality, price, dining service, cleanliness, staff, and overall program effectiveness. Questions regarding food vendors, their customer service, and hours of operation were also included.

Discussion ensued.

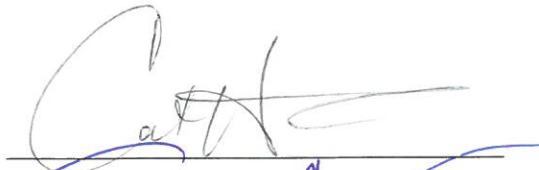
9. CLOSING COMMENTS

Cicero thanked the board for a successful semester.

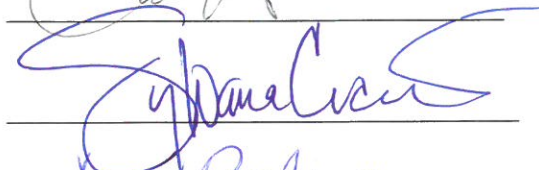
10. ADJOURNMENT

Pavlova adjourned the meeting at 1:55 p.m.

Catherine Heitzhaus
USUBOT Recording Secretary



Sylvana Cicero
USUBOT Board Secretary



Anna Pavlova
USUBOT Chair

