

Associated Students, Incorporated  
California State University, Long Beach

**UNIVERSITY STUDENT UNION BOARD OF TRUSTEES MINUTES**

**Meeting #7**

December 6, 2019

**1. CALL TO ORDER**

Balayan called the meeting to order at 1:09 p.m.

**2. ROLL CALL**

**Voting Members Present:**

Leen Almahdi (ASI Vice-President) arrived 1:10 p.m. , departed 1:45 p.m., returned 2:02 p.m.  
Xan Balayan (USUBOT Chair)  
Holli Fajack (Staff Representative)  
Pei-Fang Hung (Faculty Representative)  
Katherine Khiev (USUBOT Vice-Chair)  
Jeff Klaus (Dean of Students) Arrived at 1:34 p.m.  
Judith Magaña (USUBOT Student-at-Large)  
Austin Metoyer (Alumni Representative)  
Ryan Phong (Senate Representative)  
Tracey Richardson (Associate Vice-President, Financial Management)  
Bianca Rivera (USUBOT Student-at-Large)  
Stephanie Torres (Senate Representative)  
Lizbeth Velasquez (ASI President)  
Reyalyn Villegas (ASI Treasurer)

**Non-Voting Members Present:**

Sylvana Cicero (ASI Associate Executive Director/Director, USU & SRWC)  
Miles Nevin (ASI Executive Director)

**Guest**

Bethany Thompson (USU Administration Student Assistant)

**Voting Members Not Present:**

Ian Macdonald (USUBOT Student-at-Large)

**Non-Voting Members Not Present:**

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

Balayan called for the approval of the agenda.

**(M)** Velasquez **(S)** Rivera moved to approve the agenda as is.

**1<sup>st</sup>:** Pass **2<sup>nd</sup>:** Pass

**VOTE ON THE MOTION**

**PASSES 11.0.0**

**4. PUBLIC COMMENTS**

**A. Comments from the Gallery**

There were none.

**B. Comments from the Board**

There were none.

**5. APPROVAL OF MINUTES**

Balayan called for the approval of the meeting minutes all at once.

- A. Campus Relations Meeting Minutes #3, November 18, 2019✓
- B. Facilities Meeting Minutes #3, November 8, 2019✓
- C. Program Evaluation Meeting Minutes #3, November 8, 2019✓
- D. Services Meeting Minutes #3, November 5, 2019✓
- E. USUBOT Meeting Minutes #6, November 1, 2019✓

**(M) Khiev (S) Rivera** moved to approve the meeting minutes all at once.

**1<sup>st</sup>: Pass 2<sup>nd</sup>: Pass**

**VOTE ON THE MOTION**

**PASSES 12.0.0**

**6. REPORTS**

**A. Chair:**

Balayan reported that counterparts from San Diego State University had toured the University Student Union (USU).

The Associated Students, Incorporated (ASI) facility, and program needs assessment survey had been distributed and would close December 6 at midnight. Cicero reported that the survey response rate had been over 10,000 students.

Potential Esports sponsors had toured the USU with a focus on the Stix Lounge and adjacent lounge.

Balayan reminded the board that the capital outlay meeting would be held directly after the meeting.

Balayan reviewed board's travel to the Association of College Unions International (ACUI) Joint Regional Conference. Attendees, Katherine Khiev, Bianca Rivera, Stephanie Torres, and Bethany Thompson reported their experiences and ideas from the conference.

**B. Vice-Chair:**

Khiev reviewed her experience at the ACUI Joint Regional Conference.

**C. USU Management Report:**

(Full report available upon request from USU Administration Office, USU-301)

Facilities visited University of California, Irvine to investigate Wi-Fi and electricity configurations for the potential Esports lounge.

Beach Pride Events programmers had attended the National Association for Campus Activities conference and the Circle of Change conference.

Beach Pride Events would commence Finals Week programming.

ASI Communications had been preparing for Winter Student Orientation and Registration (SOAR) 2020.

**D. Senate Report:**

Torres reported that ASI Senate had held its final meeting of the semester.

Senate had held its third reading for, and had passed, the Support for Fair and Equitable Compensation for Academic Employees Resolution. Senate had held its third reading for the Increased Support and Access for Students with Disabilities resolution. The second reading had been held for the Lock and Installation for All Classroom Doors, Buildings, and Facilities.

ASI Vice President would be starting an initiative for a resolution regarding textbook affordability.

Torres had met with the Vice President of Academic Affairs to discuss class scheduling.

Phong reported that he had contacted Student Health Services to discuss renewal of free condoms in USU and SRWC restrooms for the following year in collaboration with the Los Angeles Condom Campaign.

Klaus thanked Torres for drawing Academic Affairs' attention to the issues surrounding class scheduling.

**E. Committees:**

**Campus Relations:**

There was none.

**Facilities:**

Magaña reported that the third facilities meeting had occurred on November 8.

Whiteboards had been installed in various USU meeting rooms.

Magaña reviewed the repairs that had been investigated in response to the USU Night Safety Walk. Contractors had been contacted for quotes.

**Program Evaluation:**

Khiev reported that the Project Chill event would be held December 11 on the USU North Lawn.

Beach Pride Events had tested a new online system for claiming tickets for An Evening with Rainn Wilson and Shabnam Mogharabi. The usefulness of this system would be evaluated.

The Beach Pride Events Board of Trustees had approved programs for the spring 2020 semester.

**Services:**

Rivera reviewed the Beach Pantry fundraiser in collaboration with Carl's Jr. on November 19. The Inter-College Beach Pantry Donation had occurred and would restart in February 2020. Beach Pantry had received several food donations from various organizations. The University's Giving Tuesday online fundraiser had raised several monetary donations totaling over \$15,000 for the Beach Pantry

**F. Representatives Report:**

**Alumni:**

Metoyer reported that the Unfiltered Photography Competition had been held in collaboration with Downtown Long Beach. The winner would be announced on December 7.

**Faculty:**

Hung reported that the Academic Senate had continued its revision of online course policy and graduate requirement policy.

**Staff:**

There was none.

**University:**

Klaus reported that Institutional Research and Analytics had investigated potential changes to class scheduling.

Departments within the Division of Student Affairs would table twice a month for exposure.

Searches for the Associate Director of the Career Development Center, Fraternity and Sorority Life Coordinator, Veteran Affairs Staff, Vice President of Student Affairs, had been underway.

The Holiday Cart Parade had occurred on December 6.

Klaus presented the wheel path pilot that would be implemented in the spring 2020 semester.

Klaus and Richardson further explain how block class scheduling would potentially function.

**7. OLD BUSINESS**

There was none.

**8. NEW BUSINESS**

**A. Action Item: Aquatic Safety 2019 Evaluation**

Khiev reviewed the program evaluation for the Aquatics Safety Program.

**(M) Fajack (S) Magaña** moved to accept the program evaluation for the Aquatic Safety Program 2019.

**1<sup>st</sup>:** Pass **2<sup>nd</sup>:** Pass

**VOTE ON THE MOTION**

**PASSES 14.0.0**

**B. Action Item: Outdoor Movie 2019 Evaluation**

Khiev reviewed the program evaluation for Outdoor Movies.

**(M)** Phong **(S)** Torres move to accept the program evaluation for Outdoor Movie 2019.

**1<sup>st</sup>:** Pass **2<sup>nd</sup>:** Pass

**VOTE ON THE MOTION**

**PASSES 14.0.0**

**C. Action Item: 2020-2021 SRWC Operating Calendar**

Magaña reviewed the changes to the 2020-2021 SRWC Operating Calendar.

**(M)** Rivera **(S)** Metoyer moved to approve the 2020-2021 SRWC Operating Calendar.

**1<sup>st</sup>:** Pass **2<sup>nd</sup>:** Pass

**VOTE ON THE MOTION**

**PASSES 14.0.0**

**A. Action Item: 2019-2020 USU Operating Calendar**

Magaña reviewed changes to the 2020-2021 USU Operating Calendar.

**(M)** Khiev **(S)** Torres moved to approve the 2020-2021 USU Operating Calendar.

**1<sup>st</sup>:** Pass **2<sup>nd</sup>:** Pass

**VOTE ON THE MOTION**

**PASSES 14.0.0**

**9. CLOSING COMMENTS**

Metoyer confirmed that the announcement of the winner for the unfiltered photography contest would be at Fingerprints in Long Beach. A gallery displaying the art would be open to the public.

Cicero noted that facilities had been repairing leaks from recent rain.

Cicero reminded Board that the AD-Hoc Capital Request meeting would be held directly after the adjournment of the USU Board of Trustees meeting.

Balayan thanked students for attending the meeting despite approaching final exams.

**10. ADJOURNMENT 2:20 pm**

Balayan adjourned the meeting at 2:20 p.m.