

**UNIVERSITY STUDENT UNION  
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
BOARD OF DIRECTORS  
MARCH 06, 2023 – GRAND SALON  
MINUTES**

**I. Call to Order**

The regular meeting of the USU Board of Directors was called to order at 12:37 p.m. by Chair Gisselle Olmedo – Torres.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff</b>	<b>Guests</b>
Christopher Aldana	Michael Tejax	Alejandra Aparicio	Michelle Anderson
Melissa Baghoumian		Christine Aroutounians	Joaquin Macias
Nikki Garcia		Jeremy Hamlett	Martel Okonji
Debra Hammond*		Emery Hernandez	David Ramirez
Christian Lipton		Ryan Hairapetian	Nawshin Sabah
Daniel Moreno		Tari Hunter	German Wong
Gisselle Olmedo-Torres		Joe Illuminate	
Benjamin Plotkin		Sharon Kinard	
Sankalp Pala		Sarina Loeb	
Dr. Freddie Sanchez		Audrey Martinez	
Dr. Mirna Sawyer		Kristen Pichler	
Isela Vidauri		Tim Rasmussen	
Dr. Edith Winterhalter		Shelley Sakoda	
		Jennifer Sanchez	

\* TEAMS video participant

**III. Approval of Agenda**

M/S/P (C. Lipton / C. Aldana) Motion to approve the agenda for March 06, 2023.

***Motion passed 12-0-0.***

**IV. Approval of Minutes 02/13/2023**

M/S/P (M. Baghoumian / S. Pala) Motion to approve the minutes for February 13, 2023.

***Motion passed 11-0-1.***

**V. Open Forum**

Martel Okonji said it was an honor to be present for the voting of Action Item A, Tanni Block Endowment Scholarship. Tanni Block sparked the conversation for the establishment of the Pride Center but unfortunately did not get to see it come to fruition as Block took her own life. Okonji hopes the board votes in support of the motion.

Joaquin Macias introduced himself to the board as he is seeking to be appointed as the Alumni Representative on the board. Macias has been part of the Alumni Association Board, USU BOD Chair and Associated Students President in the late 90's. Macias has been involved with the CSUN community for over 20 years. He looks forward to April's BOD meeting for the vote on the vacant position.

**VI. Chair's Report**

Chair Olmedo – Torres wished the candidates running in the USU Spring Elections good luck. The last BOD training included a visit to each of the centers. The board got an opportunity to speak to each of the centers and see what the board can do for them. Olmedo-Torres reported that she attended ACUI at the end of February and the experience was incredible. She recommends others to attend if they have the opportunity to do so. She thanked Vice Chair Lipton for running February's board meeting while she attended to a family emergency.

*Director Hammond was virtually disconnected at 12:48 p.m.*

**VII. Vice Chair's Report**

Vice Chair Lipton said he has been working closely with Marketing to continue to be active on the BOD's social media page. Lipton and Director Moreno conducted interviews for the two vacant seats on the board and their appointment will be voted upon shortly. Lipton reported that we have a total of 13 eligible candidates to run for one of the five available seats.

**VIII. Executive Director's Report**

No discussion as Director Hammond was having technical difficulties. Please reference her written report.

**IX. A.S. Report**

No discussion.

**X. Mid-Year Reports**

**A. Diversity & Inclusion**

Director Vidauri said the Diversity & Inclusion Committee had a meeting last Friday, March 3 to discuss resources available to students. The committee will have a bonding event on March 16.

**A. Facilities & Operations**

Director Aldana said the Facilities & Operations Committee reviewed the USU Facility and Operations Policy for potential changes. The committee has appointed four new committee members.

**B. Finance**

Director Baghoumian said the Finance Committee appointed two new members to the committee and have finalized their Spring schedule.

**C. Personnel**

Director Moreno said the Personnel Committee has appointed one new member and are eager to schedule their first meeting of the Spring semester.

**XI. Action Items**

**A. Endowment of Tanni Block**

M/S/P (M. Baghoumian / D. Moreno) Motion to approve the allocation of \$55,000 from unallocated operating reserves to create the Tanni Block Endowment Scholarship.

Vice Chair Lipton said one of the USU's goal for the academic year is to continue to create financial opportunities for current and future CSUN students. Tanni was one off the LGBTQIA+ activists who was very involved in getting the Pride Center started. Unfortunately, Tanni committed suicide about six months before the Pride Center officially opened. This scholarship was founded primarily by individual contributions prior to a formal endowment process. The balance of the current Tanni Block fund is \$1,596, and most of those funds will be used to award a scholarship this year. The \$55,000 allocation is suggested to provide a \$50,000 endowment and a \$5,000 working fund until the endowment is established and starts generating interest. The

interest can be used to fund the annual award while maintaining the majority of the funds for principal.

M/S/P (F. Sanchez / N. Garcia) amended motion to change the name of the scholarship to the Tanni Block Memorial LGBTQIA+ Endowment Scholarship.

***Amendment passed 11-0-0.***

***Amended Motion passed 11-0-0.***

**B. USU Leadership Scholarships**

M/S/P (C. Lipton / D. Moreno) Motion to approve the allocation of an additional \$25,000 from unallocated operating reserves for the USU BOD Endowment Scholarship to increase the endowment from \$30,000 to \$55,000.

Vice Chair Lipton said one of the USU's goal for the academic year is to continue to create financial opportunities for current and future CSUN students. The creation of the endowed USU BOD scholarship approved on December 05, 2022 will allow students to receive financial help to support their academic and professional goals. An increase in the endowment, will allow the scholarship to serve students for years to come and will match the amount the USU BOD has granted for other endowed scholarships.

***Motion passed 11-0-0.***

**C. Student Director Appointment #1 – German Wong**

M/S/P (D. Moreno / C. Aldana) Motion to approve the appointment of German Wong as a student representative effective March 6, 2023 until June 2024.

There is currently a vacancy on the board. Vice Chair Lipton, Director Moreno and Administrative Support Coordinator – BOD Emery Hernandez conducted interviews and are recommending German Wong for the position.

*German Wong introduced himself and fielded questions from the board.*

***Motion passed 11-0-0.***

*Director Aldana left at 1:11 p.m.*

**D. Student Director Appointment #2 – Nawshin Sabah**

M/S/P (C. Lipton / S. Pala) Motion to approve the appointment of Nawshin Sabah as a student representative effective March 6, 2023 until June 2023.

There is currently a vacancy on the board. Vice Chair Lipton, Director Moreno and Administrative Support Coordinator – BOD Emery Hernandez conducted interviews and are recommending Nawshin Sabah for the position.

*Nawshin Sabah introduced herself and fielded questions from the board.*

*Director Aldana returned at 1:14 p.m.*

***Motion passed 11-0-1.***

*Director Hammond returned at 1:14 p.m.*

### **XIII. Discussion Items**

#### **A. USU Executive Director Administrative Workplan**

Executive Director Hammond provided the following update on her administrative work plan:

1. Co-lead and oversee the New Heart of Campus construction and renovation including the Basic Needs Suite (BNS) to obtain the Board of Trustees approval, design development/construction documents and sequencing of the project. **In progress / project to be reimagined / delayed**
2. Continue to refine the USU's long-term financial plan based on enrollment projections, repopulation, the New Heart of Campus construction/renovation projects, and other economic impacts. **In progress / delayed**
3. Continue to serve as Co-Chair of the Black Student Success Council (BSSC) and a member of the Commission for Diversity (CDI) related to diversity, equity, inclusion, systematic racism, and social justice. **In progress / on track**
4. Develop and continue to refine the USU's short and long-range plan for adequate staffing including general salary adjustments, position, and classification reviews, revised organizational structures. **In progress / on track**
5. Oversee the review and assessment of the USU programs, services, collaborations, and offerings in order to develop principles for program / service development, elimination / modification of existing programs and development of a strategy to create a more manageable workload. **In progress / on track**
6. Continue to lay the foundation and set expectations for developing a more diverse, inclusive and equity-minded organization. **In progress / delayed**
7. Continue to work with the Basic Needs Suite and develop a sustainable operational model for consideration. **In progress / delayed**
8. Assist in transitioning the USU from the Associate Vice President of Student Life to the Assistant Vice President for Student Affairs, Equity & Belongings. **Complete**

Director Hammond noted that many of this year's goals have been delayed as they are interconnected with the decision to stop the original New Heart of Campus project. Since most of the reimagining / redesign work can't be completed this semester – these goals will be continued into the next fiscal year.

#### **B. USU Executive Director Performance Evaluation**

Chair Olmedo – Torres, Director Moreno and Director Freddie Sanchez explained that every year the review team conducts a performance evaluation on the USU's Executive Director. The review team will need the entire board to complete the evaluation form by March 27. Administrative Support Coordinator – BOD Emery Hernandez will send out the form to the board and it will need to be returned to Michael Clemens and Dr. Freddie Sanchez.

#### **C. Year-End Awards Process**

Training & Development Coordinator Christine Aroutounians said that the Year-End Celebration will take place on Friday, May 5, 2023 from 3:30 p.m. – 5:30 p.m. The board is responsible for voting on the Aida C. Salazar Award and the Committee Member of the Year Award. Aroutounians will be sending out an email with more detailed information and the board will vote on the nominations at the April BOD meeting via a secret ballot.

#### **D. CSULB Visit**

Director Baghoumian, Director Pala, & Michelle Anderson presented to the board a recap of their site visit to CSU Long Beach, where they learned about CSULB's alternative consultation process. Takeaways included having the food pantry open on Saturdays, cooking classes, a media hub, a bowling alley, insulin sharps disposal container in restrooms, and QR codes everywhere with information about the project.

**XIV. Announcements**

**A.** Chair Olmedo – Torres thanked everyone who helped students navigate the ACUI conference as well as Acting Manager for Administration & Assessment Shelley Sakoda for the travel logistics.

**B.** Director Sanchez reminded everyone to please take the campus climate survey

**XV. Adjournment**

Board Chair Olmedo – Torres adjourned the meeting at 1:55 p.m.

Respectfully submitted by,

Debra L. Hammond,  
Executive Director