

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
DECEMBER 05, 2022
12:30 P.M. – 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

Present	Absent	Staff	Guests
Christopher Aldana	Nikki Garcia	Alejandra Aparicio	Elisa Gevorgian
Melissa Baghoumian		Eddy Choz	Erich Rebolledo
Mishell De Leon		Jeremy Hamlett	
Debra Hammond*		Tari Hunter	
Adrian Hernandez		Joe Illuminate	
Christian Lipton		Sharon Kinard	
Daniel Moreno		Samantha Liu	
Gisselle Olmedo Torres		Audrey Martinez*	
Sankalp Pala		Kristen Pichler	
Benjamin Plotkin		Tim Rasmussen	
Dr. Freddie Sanchez		Shelley Sakoda	
Dr. Mirna Sawyer		Steven Wein	
Michael Tejax		Malahat Zhobin	
Isela Vidauri			
Dr. Edith Winterhalter			

* Zoom video participant

III. Approval of Agenda

M/S/P (B. Plotkin / M. Sawyer) Motion to approve the agenda for December 05, 2022.

Motion passed 13-0-0.

IV. Approval of Minutes 10/17/2022

M/S/P (C. Aldana / C. Lipton) Motion to approve the minutes for October 17, 2022.

Motion passed 13-0-0.

V. Approval of Minutes 10/24/2022

M/S/P (M. De Leon / A. Hernandez) Motion to approve the minutes for October 24, 2022.

Motion passed 13-0-0.

VI. Open Forum

No discussion.

VII. Chair Report

Chair Olmedo-Torres reported that the BOD team bonding event was a success. The directors had the opportunity to do a team building activity, engage in a friendly competition and read the commitment cards that were done at the summer retreat. She reminded the students as they are scheduling the Spring semester to continue to keep Monday's open for board trainings and bonding events. Olmedo-Torres wished everyone a restful break.

VIII. Vice Chair Report

Vice Chair Lipton reported that along with Chair Olmedo-Torres, they were able to meet with four USU departments to inform them about the BOD and look forward to meeting with the rest of the departments in the upcoming semester. More information will be shared in the future about the progress of this BOD goal.

IX. Executive Director's Report

Director Hammond referenced her written report and also shared that the USU hired a consultant to review the methodology used to compute Unrelated Business Income Tax (UBIT). Unrelated Business Income is defined as income earned that is not substantially related to furthering the exempt purpose of the organization. For the USU, income earned from the following sources is Unrelated Business Income:

- SRC Memberships (Alumni, Alumni Association and Sponsored Adults)
- SRC Guest Passes
- SRC Pool Passes
- Facility Income and Equipment Rental Income from off-campus clients who rent meeting rooms through USU Reservations & Events

The income listed above is categorized as Unrelated Business Income because it is not substantially related to the USU's mission of providing services to CSUN students.

The change in methodology in computing UBIT could result in payment of Unrelated Business Income Tax for the 2021-2022 fiscal year.

The USU's Diversity & Inclusion department hosted Essential Talks with Kimberle Crenshaw: Critical Race Theory and Its Impact on Social Change lecture, which resulted in a total of 479 attendees. The Pride Center, along with the Chair of Queer Studies coordinated a vigil and open forum for the Club Q shooting. A total of 75 participants were in attendance.

X. A.S. Report

The Associated Students (A.S.) representative Michael Tejax reminded everyone to practice healthy habits and remember to de-stress. As the semester winds down, Tejax reported that A.S. is looking into hosting its Winter Formal in February 2023. More information will follow as soon as it is available.

XI. Committee Reports

A. Diversity & Inclusion

Director De Leon said the Diversity & Inclusion Committee held its first meeting on November 18 where they discussed potential committee goals and continued to work on the land acknowledgement.

B. Facilities & Operations

Director Aldana said the Facilities & Operations Committee has now approved its goals. Aldana has also met with other organizations on campus to discuss the possibility of a bigger prayer space in the East Conference Center.

C. Finance

Director Baghoumian said the Finance Committee is currently working on updating two policies that will be presented to the board in the Spring semester.

D. Personnel

Director Moreno said the Personnel Committee held its first meeting, in which the committee was onboarded. The committee is working on planning for the Spring semester.

XII. Discussion Items

A. Donation Brainstorming & Updates

Director Hammond said one of the USU's goals for the academic year is to continue to create financial opportunities that current and future CSUN students can take advantage of. There are multiple organizations that the USU can help and partner with for donations using unallocated money in the budget.

The board deliberated and the following were some of the ideas for donations:

- Assist film students with their senior thesis budget
- Aid students with electronic devices needed for their classes (similar to the loaner program)
- Grants that do not get included in the students' financial aid package (it tends to lower their package, causing the expected family contribution to increase)
- The establishment of a babysitting / childcare program where parent scholars can "swap out" and assist with childcare needs, especially during the late afternoon classes
- Assist with interpreter services and its cost
- Provide college-specific assistance
- Provide subscription assistance for things like Grammarly or Princeton Review
- Assist students with supplemental course materials

Items mentioned during the brainstorming session will be considered by the Board Leadership for future donations.

Director De Leon left at 1:07 p.m. and returned at 1:10 p.m.

XIII. Action Items

A. USU BOD Endowed Scholarship

M/S/P (D. Moreno / C. Aldana) Motion to approve the creation of a USU BOD Scholarship.

Vice Chair Lipton said that one of the USU's goals for the academic year is to continue to create financial opportunities that current and future CSUN students can take advantage of. The creation of an endowed USU BOD scholarship will allow students to receive financial help for their studies. The criteria for the scholarship will be created through the assistance of the USU BOD Chair, Vice Chair, and USU Executive Director. A \$25,000 endowment will provide approximately (1) \$1,000 scholarship annually. This motion is time sensitive because the USU would like to include this opportunity with our other USU giving opportunities with the CSUN Days of Giving held on March 1-2, 2023. A copy of the scholarship must be submitted now in order to meet publication deadlines.

Director Sanchez proposed that we include an additional \$5,000 to implement working account capital that will not be endowed and will allow the scholarship to be administered next year.

M/S/P (F. Sanchez / B. Plotkin) motion to amend the scholarship amount to \$30,000 rather than \$25,000.

Amendment passed 13-0-0.

Amended motion passed 13-0-0.

Director Pala left at 1:57 p.m.

B. Holiday Dinner Gift Cards

M/S/P (D. Moreno / C. Aldana) Motion to approve the USU sponsoring Holiday Dinner Gift Cards for students at the Village (CSUN family housing).

In continuing to provide financial opportunities for CSUN students, Vice Chair Lipton shared that one of the initiatives that has been done in previous years are holiday dinners, where the USU sponsors grocery store gift cards for students in need at the Village (CSUN family housing). Each family would be receiving (1) \$200 gift card. In 2020, \$7,500 was allocated to purchase and distribute grocery store gift cards in the amount of \$130 each to 57 families. We have decided to increase the amount because of inflation. This motion is time sensitive because the USU would like to award these gift cards before the holidays and semester break. There are currently 55 students residing at the Village and estimated \$12,000 would be needed.

Motion passed 12-0-0.

XIV. Announcements

A. Chair Olmedo-Torres thanked everyone for the last meeting of the year and wished everyone a restful break!

XV. Adjournment

Chair Olmedo-Torres adjourned the meeting at 2:13 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director