

**UNIVERSITY STUDENT UNION**  
**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE**  
**BOARD OF DIRECTORS**  
**AUGUST 30, 2021**  
**ZOOM VIDEO CONFERENCE**  
[HTTPS://CSUN.ZOOM.US/MY/SUMMFALL2021BODMEETINGS](https://csun.zoom.us/my/summfall2021bodmeetings)  
**MINUTES**

*This meeting was facilitated through an online Zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.*

**I. Call to Order**

The regular meeting of the USU Board of Directors was called to order at 12:33 p.m. by Chair Albert Martinez.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff</b>	<b>Guests</b>
Jacob Akopnik*	Ayana Galves	Kyle Hufnagel*	Fredy Perez*
Dr. Carroll Brown*		Joe Illuminate*	
Bryant Garcia*		Ayan Jama*	
Debra Hammond*		Jennifer Kim*	
Robert Jacome*		Sharon Kinard*	
Albert Martinez*		Kaila Lavin*	
Gisselle Olmedo Torres*		Samantha Liu*	
Kaitlyn Orozco*		Cindy Lucio*	
Karina Perez*		Audrey Martinez*	
Benjamin Plotkin*		Jonathan Navarro*	
Charlie Rodriguez-Salazar*		Kristen Pichler*	
Dr. Shelley Ruelas-Bischoff*		Shelley Sakoda*	
Dr. Edith Winterhalter*		Dr. Freddie Sanchez*	
Dr. Tadeh Zirakian*		Steven Wein*	

\* Zoom video participant

**III. Approval of Agenda**

M/S/P (G. Olmedo Torres / B. Garcia) Motion to approve the agenda for August 30, 2021.

***Motion passed 13-0-0.***

**IV. Approval of Minutes 06/03/2021**

M/S/P (G. Olmedo Torres / C. Rodriguez-Salazar) Motion to approve the minutes for July 19, 2021.

***Motion passed 12-0-1.***

**V. Open Forum**

Director Brown wished the students good luck on their first day of the semester.

## **VI. Chair Report**

Chair Martinez served as a class mentor for EOP's transfer bridge class. He also attended the California Nonresident Tuition Exemption / AB 540 training. Vice Chair Akopnik, Administrative Support Coordinator Emery Hernandez and Chair Martinez held interviews for the vacant seat on the board. Martinez reminded the board to stay healthy and reach out to him for any questions.

## **VII. Vice Chair Report**

Vice Chair Akopnik thanked everyone for bearing with him while he transitioned to a new home. Akopnik encouraged the board to continue to recruit members for the different committees. Interviews for the vacancy went well and the recommended student will be presented during today's meeting.

## **VIII. Executive Director's Report**

Director Hammond reported that Computer Lab Coordinator Nicholas Echeverri separated employment effective August 20, 2021. A number of positions at the USU are open for recruitment. Similar to committee member recruitment, student and professional staff recruitment numbers are low. Hammond has made it a priority to get all of these positions filled in a timely manner. She asked everyone to have patience while the usual turn around time for responses might be delayed. Programs Supervisor Xiomara Carranza was appointed as the Inclusivity Coordinator for the West Region of the National Association for Campus Activities (NACA). On August 31, CSUN President Beck will be visiting the USU facilities. In September, the USU will host different cultural welcome back events. The Sunny Days Camp was reaccredited, an important recognition for the program. Dr. Freddie Sanchez will take on a new role to work on a special project related to identity-based centers for the University. He will work with former Faculty Representative Dr. Marquita Gammage effective full time October 01 through January 31, 2022. The Matadors Forward program launched and will continue to run for the first few weeks of the semester. Volunteers for this program are still needed.

## **IX. A.S. Report**

Associated Students (A.S.) Vice President Orozco said that she had met with Dr. William Watkins and President Jonathan Hay to discuss ways to remind students to complete their COVID vaccination information and to remind students to complete the daily health screening before coming onto campus. A.S. has begun the interview process for the student leadership manager position. Orozco attended CSUnity, where she got a deeper understanding of what the Board of Trustees does and how student leaders create system wide changes. A.S. held an in person retreat on campus for its senator and cabinet members and are ready for the semester.

## **X. Committee Reports**

### **A. Diversity & Inclusion**

Director Jacome thanked his Co-Chair Ayana Galves for putting its report together. The D&I committee has met with its executive secretary to focus on recruitment and its committee expectations. The committee is excited about the academic year and looks forward to the work to be done. He concluded the report with a quote from Oprah Winfrey *"Step out of the history that is holding you back. Step into the new story you are willing to create."*

### **B. Facilities & Operations**

Director Lipton said the Facilities & Operations committee met with its executive secretary to discuss the appointment of its new Co-chair and commenced its planning for the committee.

### **C. Finance**

Director Perez said the Finance committee has met three times with its executive secretary. It has gone through introductions and potential goals for the year. The potential committee dates for the year were also discussed.

#### **D. Personnel**

Director Olmedo Torres said the Personnel committee has met twice. It discussed future goals, recruitment efforts and potential meeting timeline. It also examined the USU's vacation policy. Chair Olmedo Torres and Co-Chair Garcia are excited for the new academic year and are putting their best foot forward to the new experience.

#### **E. Retirement Plan**

Vice Chair Akopnik reported that the Retirement Plan committee met on August 27, 2021. It discussed the Second Quarter 2021 Retirement Plan Review and the Voluntary Employee Beneficiary Association Update (VEBA). The committee approved its 2021-22 committee goals. Akopnik thanked his Co-Chair Gisselle Olmedo Torres.

### **XI. Action Items**

#### **A. COVID-19 Vaccination, Testing and Daily Health Screening Policy**

M/S/P (B. Garcia / G. Olmedo Torres) Motion to approve the COVID-19 Vaccination, Testing and Daily Health Screening Policy.

Associate Director for Human Resources and Professional Development Kristen Pichler stated that the California State University (CSU) has implemented a Vaccination Interim Policy that auxiliary organizations are required to follow. The policy specifies that all employees provide certification of vaccination status or request a medical or religious exemption effective September 30, 2021. In conjunction with this, California State University, Northridge has also implemented a mandatory testing policy effective August 30, 2021. The Daily Health Screening has been a campus policy that has been in practice and that USU employees have adhered to since on or about March 2020.

***Motion passed 13-0-0.***

#### **B. 2021-22 Capital Outlay Allocation Increase Request**

M/S/P (J. Akopnik / D. Hammond) Motion to approve an increase in the 2021-22 Capital Outlay Allocation by \$12,870 in order to renovate the Executive Director's office to provide office space for student Board members.

Director Perez and Director Rodriguez Salazar stated that the plan is to move the BOD office that is located on the first floor of the Sol Center into the office space currently occupied by the Executive Director to provide office space for student Board members. This will allow student Board members to be in closer proximity to the BOD Chair and Vice Chair, Administrative Support Coordinator Emery Hernandez, Associate Director for Administration and Communications Sharon Kinard and the entire Administration department. It was noted that this allocation request does not include the cost of furniture because the cost of furniture for this project does not meet the definition of capital outlay (individual unit cost greater than \$5,000). The funding source for the purchase of this furniture is the 2021-22 operating budget.

***Motion passed 12-0-1.***

#### **C. Student Representative Appointment – Fredy Perez**

M/S/P (B. Plotkin / G. Olmedo Torres) motion to approve the appointment of Fredy Perez as a student representative effective August 30, 2021 until June 2023.

Chair Martinez, Vice Chair Akopnik and Administrative Support Coordinator Emery Hernandez conducted interviews to fill the vacant seat on the board. They recommended Fredy Perez, a senior sociology major. Perez aims to be a juvenile defense attorney and would like to help those who do not have a voice.

*Perez introduced himself to the board.*

***Motion passed 13-0-0.***

**XII. Discussion Items**

**A. USU Project Discussion**

Acting Assistant Director of Operations and Services Samantha Liu and Executive Director Hammond updated the board about the New Heart of Campus project. Updates included reduction in the scope of work to maintain original budget, plans to present to the Board of Trustees in Spring 2022, and charging the project fee increase to students in 2025/2026 rather than the anticipated 2024/2025 academic year. They also discussed the Basic Needs Suite (BNS) cost model and the repairs and shading / seating for the South Patio. This 4.4 million repair and replacement (R&R) request will be presented for consideration on September 13, 2021.

**XIII. Announcements**

- A.** Director Ruelas-Bischoff officially welcomed students to the new semester. She hoped it will bring an interesting and productive year. The deadline to submit vaccination status certification is September 30. Students who have an on-campus component will be disenrolled if the student does not submit their certification before the deadline.
- B.** Chair Martinez and Vice Chair Akopnik reminded everyone that it is critical to continue recruitment efforts through the end of the week. They encouraged everyone to share brief announcements during their class.

**XIV. Adjournment**

Chair Martinez adjourned the meeting at 2:02 p.m.

Respectfully submitted by,

Debra L. Hammond,  
Executive Director