

**UNIVERSITY STUDENT UNION, INC.
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
BOARD OF DIRECTORS
March 7, 2011
MINUTES**

I. Call to Order

The emergency meeting of the USU BOD was called to order at 12:31 p.m. by Chair Luis Carbajo.

II. Roll Call

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Elizabeth Awad	Robert Barker	Joe Illuminate	Shaina Campbell
Luis Carbajo	James Pilkington	Aida Johnson	
Andrew Collard	Sally Spencer	Sharon Kinard	
Adrian Chong		Shannon Krajewski	
Debra Hammond		Carol Nardini	
Marianne Link			
Kenneth Melcombe <i>(arrived at 12:35 p.m.)</i>			
Sigourney Nunez			
William Overvold			
Raquel Padilla			
Sydni Powell			
Zachary Roof			
William Watkins			

III. Approval of Agenda

M/S/P (S. Powell/A. Collard) Motion to approve the agenda of March 7, 2011.

Motion passed 10-0-0.

IV. Action Items

A. Job Descriptions – Coordinator, Aquatics and Coordinator, Membership

Motion from the Personnel Committee to approve the Student Recreation Center Coordinator, Aquatics and Coordinator, Membership, positions and job descriptions.

Director Awad addressed the board saying that the positions will be effective July 1, 2011. Director Hammond said that many new positions will be coming up over the next several months. The USU needs to move quickly because they will be taking over the operation of the Fitness Centre from Associated Students (AS). The aquatics position requires a special certification and could be hard to fill.

Aida Johnson, Student Recreation Center Director, is attending an IHRSA (International Health, Racquet & Sportsclub Association) Conference in a couple of weeks and will be actively recruiting for all five positions if approved by the board. Several USU staff will be attending the NIRSA (National Intramural-Recreational Sports Association) Conference in April and will also be recruiting. Director Hammond said she has a meeting with the University Human Resources Department next week to see if the process of hiring can be streamlined. Hiring a new employee can take months.

Director Melcombe arrived at 12:35 p.m.

Director Watkins asked if the Coordinator, Aquatics position will handle both pools. Director Hammond answered in the affirmative. The language on the job description will be corrected to reflect this.

Motion passed 11-0-0.

V. Adjournment

The meeting was adjourned by Chair Carbajo at 12:38 p.m.

Respectfully submitted by,

Debra L. Hammond,
Executive Director