



California State University, Stanislaus
UNIVERSITY STUDENT CENTER
BOARD OF DIRECTORS

Minutes

Tuesday, July 25th, 2023

3:30pm

University Student Center – Board Conference Room (SC102)

- I. Call to Order** – Meeting called to order at 3:36pm
- Roll Call: Anahi Lopez, Ellen Teung-Ouk, Cesar Gonzalez Quiroz, Selena Mariscal, Destiny Suarez, Edward Erickson, Rose McAuliffe, Scott Schorn, Cesar Rumayor, Katie Rotan
- Absent:** Kelly Costa, Johanna Hibma, Jordyn Piro, Healthier Dun Carlton, Alice Pollard
- Points report - none*
- II. Approval of Agenda for Tuesday, July 25th, 2023**
- *Motion to approve the agenda was made and seconded.*
 - *Motion to approve by Cesar G., second by Destiny.*
 - *Motion approved 7-0-0.*
- III. Approval of Minutes for Tuesday, June 20th, 2023**
- *Motion to approve the minutes was made and seconded.*
 - *Motion to approve by Destiny, second by Ellen.*
 - *Motion approved 7-0-0.*
- IV. Open Forum (public comment) - none**
- V. Presentation – none**
- VI. Action Items**
- a. Approval of Not to Exceed (NTE) \$6,500 for the SC Room 102 Conference Screen & Projector Move Proposal**
- *Motion to approve by Destiny., second by Selena.*
 - *Scott Schorn explained that the two projector screens from the SC Room 102 Conference Room will be moved, one will be moved to the North Wall and the other to the South Wall of the room.*
 - *Scott elaborated that when speaking to the contractors about the project to see the cost, for the move of both screens it came to the conclusion of a maximum cost of \$6,500.*

- *Scott further elaborated that once the projector screens begin being moved to their respective places, North and South Wall, in order for the projectors to project onto the screens, the projectors may have to move them onto a different ceiling tile.*
- *Scott then continues to explain that this project would allow for the room to replicate a board conference room, including functions of the two screens once they have been moved.*
- *Dr. Edward Erikson asked what the estimated time of completion the project would take. Scott answered that the project would take a maximum of one week.*
- *Motion approved 7-0-0.*

b. Approval of the Revised SC Equipment Rental Fees

- *Motion to approve by Ellen, second by Cesar G.*
- *Cesar Rumayor explained to the board that according to the Facilities Use Policy, any changes to the fees will need board approval.*
- *Cesar further explained that the only change being made to the rental fees is the addition of a streaming recording service fee.*
- *Cesar elaborates that in the past, they have been working with OIT as they provide the service. SC will also provide the service to any reservation being made for any of the rooms the SC provides. Cesar explained that the SC will buy their own equipment for this service as well.*
- *Cesar further explains that any student organizations, departments, etc., hosting an event in the SC building that will be streamed or recorded will have a fee of \$100 per hour.*
- *Cesar concludes that everything else regarding the rental fees has been pre-approved by previous boards.*
- *No further questions were asked.*
- *Motion approved 7-0-0.*

c. Approval of the SC Special Projects Manager Job Description

- *Motion to approve by Cesar G., second by Ellen.*
- *Rose McAuliffe asked Cesar Rumayor what the job position entails. Cesar responded that the job position's classification has been approved, now they are seeking the approval of the job description.*
- *Explains that it is a new job position within the Student Center. Cesar explains that every year there is something new, but only so many tasks can be assigned to a certain amount of people, that people begin being overwhelmed with tasks that the job position they were hired for originally does not go under.*
- *Cesar further explains that they have begun looking at the tasks that they have been assigning to others and looked at what other schools do for these certain tasks.*
- *Cesar then answers questions from the board.*
- *Motion approved 7-0-0.*

VII. Discussion - none

VIII. Reports

a. SC Board of Directors – no report

b. ASI Representative, Destiny Suarez – no report

c. SC Vice Chair of Finance, Cesar Gonzalez Quiroz

- *Cesar states that he is beginning to work on his initiatives.*
- *States he will be looking at the Reserve Policy to see if there have been any updates to it. Cesar states that there haven't been many updates to it since 2014, so he will be looking further into it.*

d. SC Vice Chair, Ellen Teung-Ouk

- *Ellen states that she is working on her three initiatives.*
- *Ellen states that her third initiative has not been finalized as she has yet to attend the Stockton Campus.*
- *Ellen discusses board apparel and that she is currently collecting sizes, further elaborates that she will be contacting those who have not who have not given their sizes via email. She hopes to have board apparel by the beginning of the Fall 2023 semester.*

e. SC Chair, Anahi Lopez

- *Anahi states that she is working on her initiatives and getting them more concrete.*
- *Anahi states that she, along with the other executives, have been recruiting at NSO for ASI & SC.*

f. ASI Leadership Manager, Katie Rotan

- *Katie states that the SC Leadership Student Assistant has been hired and will begin working her office hours on Thursday, July 27, 2023. Katie then elaborates to the board to expect emails from the SC Leadership Student Assistant and to look out for an email that will have a staffing sign up for the Pancake Breakfast on August 21st and the Student Center Open House on August 24th.*
- *Katie then states that the Warriors Giving Back Program is hosting a backpack drive and is accepting donations by August 4th. Katie states that any help is welcomed whether that be through donating or spreading the word. Katie states that there is also an Amazon Wishlist as well. After the backpack drive is over, the donations will be delivered to three different elementary schools in Turlock.*

g. SC Executive Director, Cesar Rumayor

- *Cesar states that the tech team has been working on the Fall 2023 Semester Calendar, which is the programming events calendar. Cesar states that the calendar is almost complete and that when creating the calendar, they made sure to have events that compliment both ASI and SC events as well as other events that will be occurring around campus.*
- *Cesar states that they currently have the SC Leadership Coordinator job position posted and they currently have 3 applicants. Cesar states that they are hoping to*

get more applicants but will begin the process. Cesar states that the qualifications include two years of professional experience with a focus on either Student Leadership Development or Event Planning, or a combination of both.

- *Cesar states that they have officially extended Shake Smart for the removal of all the items of the vendor space and the deadline to have everything removed from the space is August 1st. Cesar states that Warrior Eats is aware of this deadline as it is the deadline they requested.*
- *Cesar states that he along with the executives, board, and operations team will look into what service to provide in the empty vendor's space.*
- *Cesar states they have received the Food Service hours for the vendors within the Student Center. Cesar states that he will work with the SC Executives and get input from the ASI Executives along with the Operations team to see any positives and negatives provided to ABS and Food Service.*
- *Cesar states that Warrior Expo will be scheduled on Saturday, October 21st and will request it be from 10:00 am – 2:00 pm to the Interim University President and will wait for approval. Cesar states that he hopes to increase Stanislaus State applicants and showcase student life and student engagement with Warrior Expo.*

IX. Announcements - none

X. Adjournment

*Motion to adjourn by Destiny, second by Selena.
Motion passed unanimously at 3:52pm.*

*Minutes approved at a regularly scheduled meeting
held on August 31, 2023.*

Anahi Lopez
Anahi Lopez (Sep 5, 2023 15:25 PDT)

Anahi Lopez, Chair