



California State University, Stanislaus  
**UNIVERSITY STUDENT CENTER**  
**BOARD OF DIRECTORS**

Minutes

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Thursday, April 25<sup>th</sup>, 2024

3:30pm

University Student Center – Board Conference Room (SC 102)

- I. Call to Order** – Meeting called to order at 3:30pm
- a. Roll Call: Anahi Lopez, Cesar Gonzalez Quiroz, Jordyn Piro, Selena Mariscal, Erik Jimenez, Kamila Moreno, Adan Maldonado, Miranda Gonzalez, Dr. Edward Erickson, Dr. Heather Dunn Carlton, Alice Pollard, Gary Potter
- Absent:** Ellen Teung-Ouk, Rose McAuliffe
- Guest:** Steve Olson, Jelaine Esguerra
- b. **Points report** - *Ellen was absent, an updated points report will be read at the following SC Board Meeting.*
- II. Approval of Agenda for Thursday, April 25<sup>th</sup>, 2024**
- *Motion to approve the agenda was made and seconded.*
  - *Motion passes 11-0-0.*
- III. Approval of Minutes for Thursday, April 11<sup>th</sup>, 2024**
- *Motion to approve the minutes was made and seconded.*
  - *Motion passes 11-0-0.*
- IV. Open Forum (public comment) - none**
- V. Presentation**
- a. **University Student Center 2024/25 Organizational Budget – Cesar Gonzalez Quiroz, SC Vice Chair of Finance**
- *Cesar G. begins his presentation.*
  - *Cesar G. goes over terms to know such as deficit, surplus, variance, allocation, and cost recovery.*
  - *Cesar G. goes over the Revenue Summary.*
  - *Cesar G. explains the revenues projected for 2024 – 2025 and the approved revenue from 2023 – 2024.*
  - *Cesar G. goes over different sections for the projected and approved revenue such as Facilities and Equipment, Non-Operating Revenue, Service Desk, Program Event, Lease Income, Event Manager Fees, Student Fee, Interest Income, and Fundraising Deposits.*

- Cesar G. states that the projected total revenue for 2024 – 2025 is \$6,670,398.66 and the approved total revenue for 2023-2024 is \$6,835,040.40.
- Cesar G. goes over Student Fee Revenue Projections.
- Cesar G. stated that in Fall 2023, there was a fee of \$343 with a headcount of 9,615 with a 98% headcount of 9,423 with a revenue of \$3,231,986.10.
- Cesar stated that in Spring 2024, there was a fee of \$343 with a headcount of 8,923 with a 98% headcount of 8,745 with a revenue of \$2,999,377.22.
- Cesar G. stated that in Fall 2024 there will be a fee of \$357 with a projected headcount of 8,759 with a projected 98% headcount of 8,584 with a projected revenue of \$3,064,423.74.
- Cesar G. stated that in Spring 2025 there will be a fee of \$357 with a projected headcount of 8,444 with a 98% projected headcount of 8,275 with a projected revenue of \$2,954,217.84.
- Cesar G. goes over Department Expenses.
- Cesar G. goes over the departments: Administration, Operations, Service Desk, Programming, Leadership, Stockton Campus, and Special Projects.
- Cesar G. states that the approved total expenses from 2023 – 2024 are \$6,834,507.50.
- Cesar G. then states that the projected total expenses for 2024 – 2025 are \$6,667,560.71.
- Cesar G. goes over the Building Expenses.
- Cesar G. goes over each section of the building expenses such as Operating Reserves, Repairs & Maintenance Internal, Equipment Depreciation, Depreciation, Utilities – Electric, Utilities – Gas, Utilities – Water, Utilities – Sewer, Utilities – Waste Removal, and the Chancellor’s Cost – Debt Service Reimbursement.
- Cesar G. goes over the 2024 – 2025 projected building expenses and the 2023 – 2024 approved building expenses.
- Cesar G. then goes over Administration Major Changes.
- Cesar G. goes over the sections with the major changes such as salaries, benefits & taxes, student assistants, cost recovery, insurance premiums, contractual services, event equipment, decor, supplies, entertainment, and hospitality.
- As Cesar G. goes over each section, he explains the 2023-2024 approved budget and the 2024 –2025 projected budget.
- Cesar G. then goes over the Operations Major Changes.
- Cesar G. goes over the sections with the major changes such as salaries, benefits & taxes, student assistants, contractual services, repairs & maintenance – internal, repairs & maintenance – external, IT software expenses, and supplies – other.
- As Cesar G. goes over each section, he explains the 2023-2024 approved budget and the 2024 –2025 projected budget.
- Cesar G. goes over the Service Desk Major Changes.
- Cesar G. goes over the sections with the major changes such as salaries, benefits & taxes, student assistants, telephone, and bank charges.
- As Cesar G. goes over each section, he explains the 2023-2024 approved budget and the 2024 –2025 projected budget.
- Cesar G. then goes over Programming Major Changes.

- Cesar G. goes over the sections with major changes such as salaries, benefits & taxes, student assistants, event entertainment, marketing, advertising, supplies – other, and hospitality – promo items.
- As Cesar G. goes over each section, he explains the 2023-204 approved budget and the 2024 –2025 projected budget.
- Cesar G. then goes over Leadership Major Changes.
- Cesar G. goes over each section with major changes such as salaries, benefits & taxes, student assistants, travel: in-state & conference fees, supplies/other, and event – supplies, entertainment, food & beverage.
- As Cesar G. goes over each section, he explains the 2023-204 approved budget and the 2024 –2025 projected budget.
- Cesar G. then goes over Stockton Campus Major Changes.
- Cesar G. goes over the sections with major changes such as salaries, benefits & taxes, hospitality – food & beverage, and hospitality – promo items.
- As Cesar G. goes over each section, he explains the 2023-204 approved budget and the 2024 –2025 projected budget.
- Cesar G. then goes over a new department within the organization – SC Special Projects.
- Cesar G. goes over the projected 2024 – 2025 budget for this department and its line items such as salary, benefits & taxes, student assistants, telephone, travel in-state, IT software expense, postage, printing, hospitality – promotional item, hospitality – food & beverage, reunion events, event – decor/supplies & services, Warriors Giving Back, and SC university events.
- Cesar G. then presents his conclusion.
- Cesar G. states that the 2023 – 2024 approved revenue is \$6,835,040.40.
- Cesar G. then states that the 2023 – 2024 approved expenses will be \$6,834,507.50.
- Cesar G. further states that the 2024 – 2025 projected revenue is \$6,670,398.66.
- Cesar G. further states that the 2024 – 2025 projected expenses will be \$6,667,560.71.
- Cesar G. states that in 2023 – 2024, there was an approved surplus of \$532.90.
- Cesar G. then states that in 2024 – 2025, there will be a projected surplus of \$2,837.95.
- Cesar G. concludes his presentation.
- Questions are asked and answered.
- No further discussion.

## **VI. Action Items**

### **a. University Student Center Organizational Priorities for 2024 – 2025**

- Motion to approve was made and seconded.
- Anahi read the main points of the University Student Center Organization Priorities for 2024 – 2025:
  - o Develop a foundation to ensure ASI & SC professional staff have access to intentional professional development opportunities aligned with their individual needs and organizational objectives.

- *Create strategies to strengthen connections with alumni and enlist their support for ASI & SC fundraising initiatives, with the goal of enhancing student success and the Warrior experience.*
- *Re-design recruitment and retention planning to attract talented and diverse members for ASI & SC Code Red Entertainment, First Year Leadership Experience, and Warrior Lobby Team.*
- *Develop and approve a proposal outlining the next phase of expansion for the University Student Center facilities, detailing student and organizational needs, timelines, budget, and key stakeholders.*
- *Sustain the growth and vibrancy of ASI & SC programs, services, facilities, and vision by collaborating with university departments and the City of Turlock to boost student enrollment at Stanislaus State.*
- *Implement and coordinate new services and programs that effectively address the current needs and desires of students at the Stockton and Turlock Campuses.*
- *Enhance ASI & SC's social media following and visibility to bolster support for both existing and newly introduced services and programs, while also facilitating increased student engagement with our organization.*
- *No further discussion.*
- *Motion passes 12-0-0.*

**VII. Discussion - none**

**VIII. Reports**

**a. SC Board of Directors - no report**

**b. ASI Representative, Miranda Gonzalez**

- *Miranda stated that at the last ASI Board of Directors meeting, it was approved to recommend converting Library Room 209 to an Interfaith Prayer Room.*
- *Miranda then stated that the ASI Board of Directors has also received the First Reading for the ASI Organizational Budget.*

**c. SC Vice Chair of Finance, Cesar Gonzalez Quiroz**

- *Cesar G. stated that at the next Budget Committee meeting, they will discuss any changes that need to be made to the budget and will bring it back to the SC Board on May 9<sup>th</sup> as an action item seeking approval.*

**d. SC Vice Chair, Ellen Teung-Ouk – no report (absent)**

**e. SC Chair, Anahi Lopez**

- *Anahi stated that they have concluded interviews for the University Student Center Board of Directors and that it will be visible on next week's agenda.*
- *Anahi stated that the Art Showcase will take place next Thursday, May 2<sup>nd</sup>.*
- *Anahi reminded Board members to check their emails to RSVP for the End of the Year Events.*

- *Anahi then reminded the Board that there will be a Board Meeting next week on May 2<sup>nd</sup> and their last Board Meeting of the semester the following week on May 9<sup>th</sup> where they will approve the 2024 – 2025 SC Board of Directors and Executive members.*

**f. ASI Leadership Manager, Katie Rotan**

- *Katie stated that there will be an ASI & SC Job Market and elaborated that under SC Leadership, the two open positions they will be recruiting for next year will be SC Leadership Student Assistant and SC Executive Student Assistant.*
- *Katie stated that all the ASI & SC Jobs will be posted on the ASI & SC website and to spread the word to anyone interested.*
- *Katie stated that Jelaine will send out a staffing schedule for the Art Showcase if they signed up to help assist with the event.*
- *Katie stated that Maria should have sent out an email to the Board members about an end of the year report and to have it filled out and completed.*

**g. SC Executive Director, Cesar Rumayor**

- *Cesar R. stated that they are waiting for a final quote to add music streaming so music can be played and listened to throughout the whole building.*
- *Cesar R. added that they will also be installing speakers into the restrooms as it was a request from last year's Executives.*
- *Cesar R. then said they will add patio lighting to the second floor outside the Valley Room, as without any lighting, that area poses a risk issue.*
- *Cesar R. added that there are now conversations regarding adding string lights to the patio and has been working on that with facilities.*
- *Cesar R. stated that they are officially in the business and have launched the University Student Center giving page.*
- *Cesar R. then stated that they are having conversations with university on possible naming opportunities and tells the Board that they may see policies surround naming opportunities in the next couple of weeks or months in certain spaces in the University Student Center.*
- *Cesar R. stated that there are over 20 student positions open for ASI & SC and tells the Board to spread the word to those interested.*
- *Cesar R. told the Board that there will be a water shut off tomorrow from 8:30 am to 10:30 am due to a leak in one of the pipes. Cesar R. added that there will be signage posted in the building and a social media blast will be released regarding the water shut off.*

**IX. Announcements - none**

**X. Adjournment**

- *Motion to adjourn is made and seconded.*
- *Motion passes 12-0-0 at 3:57pm.*

Minutes were approved at a regularly scheduled meeting held on May 2, 2024.

*Anahi Lopez*

Anahi Lopez (May 9, 2024 10:35 PDT)

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Anahi Lopez, Chair

