

**California State University, Dominguez Hills**  
**Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)**  
**Board of Directors Meeting Minutes ♦ Friday, March 1, 2019**

**1) Call to Order and Attendance**

Chairperson Anthony Thompson called the meeting to order at 10:18 a.m.

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Anthony Thompson	Kelsie Shawver	Michael Orozco	Audrene Sangria
Johnathan Thomas	Tamala Lewis	Giselle Atallah	
Christian Sanchez Heredia	Richard Chester	Melissa Bancroft	
L. Celina Valdez	Roshimi Thomas	John Stigar	
Daylin Joseph		Israel Sandoval	
Erick Garcia		Jamie Leal	
Daniel Cutrone			
Nicole Rodriguez			
Christian Jackson			
Wayne Nishioka			
Cecilia Ortiz			
Adam Kasarda			
Matthew Smith			

Interim Associate Vice President of Student Success Nicole Rodriguez arrived at 10:20 a.m.

**2) Approval of Agenda**

ASI Representative L. Celina Valdez moved to approve the agenda for March 1, 2019. Student-at-Large Christian Sanchez Heredia seconded the motion.

The motion passed unanimously.

*Motion passed. 6-0-0*

**3) Approval of Minutes**

ASI Representative L. Celina Valdez moved to approve the minutes for February 1, 2019. Vice Chairperson Jonathan Thomas seconded the motion.

The motion passed unanimously.

*Motion passed. 6-0-0.*

**4) Chairperson's Report**

Chairperson Anthony Thompson reported that he attended board sub-committee meetings, conducted BOD recruitment presentations in classrooms, and announced that Secretary Kelsie Shawver resigned from her role. With the vacancy of the position, Chairperson Anthony Thompson recommended that the board consider Student-at-Large Christian Sanchez Heredia to fill the Secretary position.

**5) Director's Report**

Director Cecilia Ortiz reported that the LSU has begun the process of drafting the 2019-2020 operating budget. The LSU is reviewing the university operating agreement for the LSU. The LSU has also started recruitment efforts for the Student-at-Large positions.

Director Cecilia Ortiz reported that the LSU has engaged in an academic partnership with Professor Thomas Norman's Marketing 310 classes. Marketing 310 students would be tasked with answering how the LSU can serve the needs and wants of students.

The LSU is reviewing the conference center rental rates and policies. On February 15, 2019 the LSU hosted the ACUI Region I Regional Leadership Team Meeting; the LSU received good

feedback regarding building aesthetics and services. Director Ortiz announced that in March, she will attend the ACUI international conference with a handful of professional staff members. While at the conference she will attend the ACUI Regional Team Meetings.

Director Ortiz introduced the newly on-boarded Building Maintenance Assistant Michael Orozco to the board. Michael Orozco shared that he specializes in heating, air conditioning, and refrigeration. He expressed how he looks forward to the opportunity and growth within the LSU.

**6) Facility Use Committee Report**

The Facility Use Committee met on February 6, 2019. The Facility Use Committee discussed the collaborative workstations in the LSU and a draft policy. The committee also shared the spring meeting schedule, dining and the student organization storage updates.

**7) Personnel Committee Report**

The Personnel Committee did not meet in February. The committee has one item to recommend to the board for the March 1, 2019 meeting. The next Personnel Committee will be held on March 15, 2019.

**8) Finance Committee Report**

The Finance Committee met on February 14, 2019. The Finance Committee discussed their recruitment and onboarding processes, and reviewed the long-term financial plan.

**9) Public Comment**

There were no public comments.

**10) Old Business**

**a. LSU Master Planning**

Director Ortiz shared a general process of the LSU master plan to the board. The process outlines three steps: programming, design, and campaign. The planning process indicates that a Steering Committee will lead the project and provide regular updates to the board. Director Ortiz shared that, as the planning process moves forward, the outline may change.

The Steering Committee and a consultation firm would explore what the LSU is looking to achieve and engage the community regarding the proposed project. Once data collection (programming phase) is completed the next step is to develop a concept (design phase); such as, conducting site analysis and drafting floor plans to identify possible locations for chosen concepts and project financial costs of the project.

During the last phase of the project (campaign phase), the LSU will engage the CSU Chancellor's Office, develop a voter's guide, initiate a marketing campaign, draft a referendum, and generate a post-referendum action plan.

Throughout the process the LSU plans to involve stakeholders (students, campus partners), which could be in the form of open forums, focus groups, town halls, and surveys. Lastly, Director Ortiz shared that typically the process takes two-years to complete.

**11) New Business**

**a. Student-at-Large Vacancy**

ASI President Christian Jackson arrived at 10:40 a.m.

Chairperson Anthony Thompson solicited input from the board on how to approach the Student-at-Large vacancy. Director Ortiz expressed that the board only has three meetings remaining in the academic year. She further expressed concerns that if a vacancy remains the student majority voice will decrease.

Student-at-Large Christian Sanchez Heredia stated that it is crucial for the board to campaign in order to engage students and encourage the student body to become involved. The board discussed concerns surrounding sufficient time to recruit and fill the vacancy for the remainder of the semester. The board also discussed the difficulty in recruiting someone who is involved, has experienced in committees, and is aware of LSU matters. The board shared that given there are only three meetings left, it would not be enough time for a new member to become knowledgeable and provide input on decisions.

ASI President Christian Jackson proposed that student committee members could fill the position. Vice Chairperson Johnathan Thomas stated that committee members have been approached but were unable to make the commitments that would be required for the position. He expressed that it is crucial for the ideal candidate to attend meetings and has limited scheduling conflicts.

Vice President of Student Affairs Nicole Rodriguez inquired if there are enough voting members to reach quorum. Director Ortiz clarified that there are enough members on the roster to meet quorum but that the student majority would be lost. The board came to consensus to try once more to recruit from the student committee members, as they would have the experience and knowledge necessary to make decisions on LSU matters for the remaining of the semester.

Alumni Representative Erick Garcia arrived at 10:47 a.m.

**b. BOD Secretary Appointment**

Per BOD Bylaws the four Student-at-Large members are eligible for appointment as BOD Secretary. Director Ortiz stated that since Kelsie Shawver stepped down from her role, Christian Sanchez Heredia is the only Student-at-Large member eligible for appointment.

Christian Sanchez Heredia expressed that, he would be ideal for the Secretary position because he is aware of the current and future plans for the LSU and has maintained his position on the board for a year. Director of the Student disAbility Resource Center Adam Kasarda inquired whether the position will have a negative impact on his academics. Christian Sanchez Heredia stated that he has the time and the position will not impact him negatively. Academic Senate Representative Daniel Cutrone inquired if Christian Sanchez Heredia plans to hold the position until the following school year. Christian Sanchez Heredia stated that if no other qualified students are interested he will take initiative and hold the position.

Academic Senate Representative Daniel Cutrone moved to appoint Christian Sanchez Heredia as the BOD Secretary. ASI President Christian Jackson seconded the motion.

The motion passed unanimously.

*Motion passed. 8-0-0.*

**c. Assistant Director, Engagement & Development**

Secretary Christian Sanchez Heredia moved to go into closed session. ASI President Christian Jackson seconded the motion.

The motion passed unanimously.

***Motion passed. 8-0-0.***

Interim Associate Vice President Student Affairs Matthew Smith moved to approve the Assistant Director of Engagement and Development position. Johnathan Thomas seconded the motion

The motion passed unanimously.

***Motion passed. 8-0-0.***

ASI President Christian Jackson moved to end closed session. Secretary Christian Sanchez Heredia seconded the motion.

The motion passed unanimously.

***Motion passed. 8-0-0.***

**12) Public Comment**

There were no public comments.

**13) Announcements**

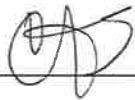
There were no further announcements.

**14) Adjournment**

Chairperson Anthony Thompson adjourned the meeting at 11:08 a.m.

Approval of minutes:

Secretary



or

Chairperson, Anthony Thompson

Date of approval:

4/12/19