

California State University, Dominguez Hills
Donald P. and Katherine B. Loker University Student Union, Inc. (LSU)
Board of Directors Meeting Minutes ♦ Friday, December 2, 2022

1) Call to Order and Attendance

Chairperson Alex Lan-Powell, called the meeting to order at 10:11 a.m. The meeting was held via video conferencing and in person due to the COVID-19 pandemic.

Present

Alex Lan-Powell
Emilyn Rangel
Miguel Juarez
Alex Alvarado
Edgar Mejia
Obioha Ogbonna
Mayra Soriano
David Gamboa
Nathaniel Dotti
Cecilia Ortiz
Matthew Smith

Absent

Tony Jake
Erick Garcia
Tamala Lewis
John Menary

Staff

Damesha McKnight
Jaime Leal
Amy Torres
John Stigar
Melissa Bancroft
Victor Gonzalez
Daijah Johnson
Alejandro Herrera
Chilmann Chaudhary

Guests

Mayra Avilia

2) Approval of Agenda

President Designee, David Gamboa moved to approve the agenda for December 2, 2022, meeting. Vice Chairperson, Emilyn Rangel seconded the motion.

The motion passed.

Motion passed. 6-0-0

3) Approval of Minutes (November 4, 2022)

ASI Representative Edgar Mejia-Alezano moved to approve the minutes for November 4, 2022. ASI Representative, Alex Alvarado seconded the motion.

The motion passed.

Motion passed. 6-0-0

4) Chairperson's Report

Chairperson, Alex shared that his absence in the Board meetings has been due to family medical emergencies, but that he was still actively talking to students to bring ideas to the Board. Chairperson, Alex shared that he did apply to transfer to Cal State Los Angeles for the 2023-2024 school year but is still working on a final decision which he will inform the Board of.

5) Executive Director's Report

Executive Director Cecilia Ortiz reported that the first On the Road will be on December 16th to Hipcooks East LA which will include cooking classes for students. Updates on the professional team include the new Program Coordinator, Andrea Frausto and new Building Services Manager Damesha McKnight.

The Loker Student Union hosted the ACUI Region I Conference on November 17-19. Students and staff were able to participate in the conference as attendees and presenters. Executive Director, Cecilia Ortiz shared that the conference was a huge success and expressed gratitude to all those who supported in making the conference a success. Some of the highlights shared by other institutions were the LSUs

inclusivity practices that they would want to take back to their campuses. Other institutions provided great feedback regarding all gender restrooms and refrigerated lockers for students and staff. High representation from campus including Dr. William Franklin and Loker Leader Alejandro Herrera were a part of a panel during the conference.

6) Facility Committee Report

Executive Director, Cecilia Ortiz shared that the committee had conversations around supporting the culture & identity centers and identifying the questions the LSU would have for the university to understand the vision and planning of the plan. The committee also had conversations around the NEXT30 project which is a study on how to best continue to meet the needs of students and looking at what future conditions may be.

7) Personnel Committee Report

The Personnel Committee met on November 8th and discussed setting up a Student-at-Large Engagement Survey and completed the LSU Executive Director Evaluation. The committee also shared that they are on their way to meet their goals for the 2022-2023 year.

8) Public Comment – Agenda Items

There were no public comments.

9) Old Business

a. 2021-2022 Executive Director’s Evaluation Results- (closed session)

Chairperson, Alex Lan-Powell sought a motion to move the 2021-2022 Executive Director’s Evaluation Results to a closed session.

President Designee, David Gamboa moved to have the 2021-2022 Executive Director’s Evaluation Results to a closed session. Vice Chairperson, Emily Rangel seconded the motion.

Motion passed. 6-0-0

b. LSU NEXT30 Project Update

Temporary Administrative Assistant, Amy Torres provided an updated of the ongoing LSU NEXT30 Project. There was a pivot in the launch of the survey, which will be launched from December 5th through December 16th. The survey will be sent through an email to currently enrolled students which will give students an opportunity to provide their feedback about their wants in needs for the Loker Student Union. The next steps will include a data analysis and Board decision coming in the February meeting.

10) New Business

a. Student-at-Large Appointments

Executive Director, Cecilia Ortiz shared that a few applications were received for Student-at-Large members which are at different stages of the process. The Chair and Vice Chair have discussed when would be the best time for the Board to meet to make Student-at-Large appoints. The Chair and Vice Chair would want to discuss if the Board would be willing to have a special meeting in January and if so when would be the best time. Chairperson, Alex Lan-Powell shared that they would want to have a Special BOD Meeting before the February BOD meeting in order to have all Student-at-Large positions filled. Assistant Director, Melissa Bancroft shared a little bit about the process to appoint Student-at-Large members and mentioned that the Personnel Committee is looking to conduct the interviews on December 6th. Assistant Director, Melissa Bancroft shared that one of the challenges faced when filling Student-at-Large positions is to keep students engaged while going through the appointment process. ASI Representative, Alex Alvarado shared that they would want to have the

meeting in the latter half of January, closer to the start of the semester. Executive Director, Cecilia Ortiz shared that the earliest the Board would meet would be on January 12th. Chairperson Alex Lan-Powell asked who would be available to attend a Special BOD meeting on January 23rd. The Board came to an agreement to hold the BOD Special Meeting on Monday, January 23rd from 4:00pm-5:00pm.

b. Nap Room Policy

Executive Director, Cecilia Ortiz shared that the Facility Use Committee identified that the Nap Room Policy language needed to be updated due to the recent operational change to the room. The current Nap Room Policy states that access the nap pods is limited to CSUDH enrolled students who register to become nap room users. The nap rooms are currently available to registered users on a first-come, first-serve basis for a maximum of 30 minutes. The updated Nap Room Policy removes language of the previous process and updating the language to the nap room becoming available to any user on a first-come, first-serve basis.

President Designee, David Gamboa asked if the current practice allows anyone who visits the campus to use the nap room. Executive Director, Cecilia Ortiz shared that the current practice is open to the public and that the policy needs to match the current practice. Chairperson Alex Lan-Powell asked if there was something in place to check who is accessing the nap room. Executive Director, Cecilia Ortiz shared that the campus does not have system in place to check that.

Vice Chairperson, Emilyn Rangel moved to approve the updated Nap Room Policy. ASI President, Obioha Ogbonna seconded the motion.

The motion passed.

Motion passed. 6-1-0

c. Services Reports

Executive Director, Cecilia Ortiz shared some notes on some of services offered in the LSU. The Food Lockers currently has 81 total registered users in which 50 are students, 11 are faculty, and 20 are undetermined based on the email that was provided when signing up. Users averaged a total of 3 hours per use. The lockers have been updated with a QR code for anyone who may want additional information. The LSU is also conducting surveys about the Food Lockers. The print station services had a total of 5,241 pages printed in the month of November. The Games Room will have new highlights in the Spring semester, currently the Games Room received new gaming chairs for users.

Student Affairs Designee, Mayra Soriano asked if there has been an increase in usage for the services provided by the LSU throughout the semester. Assistant Director, Jaime Leal shared that there has been an analysis done with regards to the Games Room usage over the semester. He shared that the Games Room usage numbers is leveling to pre pandemic numbers. Mayra Soriano shared if there is a way to track usage by class levels. Assistant Director, Jaime Leal shared that the LSU tracks usage through a building counter and sales.

d. Building Counts Reports

Technology Assistant, Chilmann Chaudhary presented the comparative analysis of the building counts for the Fall 2021 and Fall 2022 semesters. The building hours for the Fall 2022 semester went back to Regular Building Hours. In the Fall 2022 semester there were a total of 375,389 visitors an increase of 325% compared to the Fall 2021 semester which had a total of 88,337 visitors. There was an increase of 254% in average daily weekday visitors from the Fall 2021 to the Fall 2022 semester. There was an increase of 364% in average daily weekend visitors, an increase of 25% in average opening hour visitors, an increase of 13% in average closing hour visitors, and an increase of 201% in the average visitors in

the peak hour. The peak day is still on Wednesdays but there was an increase of 296% in visitors during that hour.

11) Public Comment

President Designee David Gamboa wanted to wish all students the best of luck on their upcoming finals and encouraged students to use the services the campus offers.

12) Announcements

Executive Director, Cecilia Ortiz reminded Board members that if there are any questions or discussions that they would like to have at the Board table they would need to connect with any Executive Committee member prior to the Board meeting to have the item added to the agenda. This would allow the LSU to prepare the necessary information and /or data to answer the questions they may have.

13) Adjournment

Chairperson Alex Lan-Powell adjourned the meeting at 11:58 a.m.

Approval of minutes: _____ Or _____
Secretary Chairperson, Alex Lan-Powell

Date of approval _____