

**STUDENT UNION BOARD OF DIRECTORS  
MEETING MINUTES**

**FEBRUARY 21, 2017**

**4:00pm in the Student Union Meeting Room 5**

**Members Present:** Sonja Daniels, Jared Garcia, Rose Lee, Ellen Middaugh, Hector Perea, Joseph Sandoval, Sameer Saran, Denice Serna, Emily Wughalter (by telephone conference)

**Non-Voting Member Present:** Cathy Busalacchi (by telephone conference)

**Members Absent:** Eve Allums, Charlie Faas

**Guests Present:** Amy Guerra-Smith, Kristin Kelly, Jerry Darrell, Mary Lewis, Jennie Tran, John Clark

**I. CALL TO ORDER**

Sameer Saran called the February 21, 2017 Student Union Board of Directors Meeting to order at 4:01pm in the Student Union Building Meeting Room 5.

**II. ROLL CALL**

Sameer Saran asked Amy Guerra-Smith to do a roll call. Amy Guerra-Smith noted that she completed a visual roll call.

**III. APPROVAL OF AGENDA FOR FEBRUARY 21, 2017**

Sameer Saran asked for any changes needed to the February 21, 2017 Student Union Board of Directors Meeting agenda. Seeing no changes needed, Sameer asked for any objections to approve the February 21, 2017 Student Union Board of Directors Meeting agenda as presented. Seeing no objections, Sameer Saran noted that the **February 21, 2017 Student Union Board of Directors Meeting agenda is approved as presented by unanimous consensus.**

**IV. APPROVAL OF THE DECEMBER 6, 2016 MEETING MINUTES**

Sameer Saran asked for any changes needed to the December 6, 2016 Student Union Board of Directors meeting minutes. Seeing no changes needed, Sameer asked for any objections to approve the December 6, 2016 Student Union Board of Directors meeting minutes as presented. Seeing no objections, Sameer Saran noted that the **December 6, 2016 Student Union Board of Directors meeting minutes were approved as presented by unanimous consensus.**

**V. PUBLIC FORUM**

No one present for public forum.

**VI. EXECUTIVE DIRECTOR'S REPORT**

Cathy Busalacchi noted that she will send out a Board report later in the week for the Board members to read at their leisure.

**VII. AGENDA ITEMS**

**A. Update on CIES (College of International and Extended Studies) Space**

Cathy Busalacchi commented that the CIES Space is still on target to move out of their current space on 4<sup>th</sup> Street by June 30<sup>th</sup>. Cathy Busalacchi also noted that the Student Union space is currently under construction and being outfitted for locks and security cameras.

**B. Update on Bowling Center**

Cathy Busalacchi updated the Board members about the current state of the Student Union Bowling Center and noted that demolition construction is to begin on March 31, 2017. The interior framing is set to take place in April and May. Ms. Busalacchi commented that the Student Union hopes to have the Bowling Center open by fall but that construction is taking much longer than management anticipated.

**C. Update on Infinity Centers**

Cathy Busalacchi informed the board members that the University would like to add an immigration center however they are looking for space for said center. Ms. Busalacchi noted that there will be a lot of construction in the Student Union. A board member asked about the construction having an impact on the integrity of the building. Ms. Busalacchi noted that the construction will not weaken the integrity however the construction will affect the HVAC system. A board member inquired if these centers were being built with long term intentions. Ms. Busalacchi noted that yes, these are intended to be in place long term. These centers are using space initially planned for Student Involvement.

**D. Update on Recreation Center**

Ms. Busalacchi noted that the Spartan Recreation Center project is moving along however due to the recent rains, the project has not progressed as much as anticipated. Management and the construction team are hopeful that once the rain eases, the project will be progressing again and the construction crews will work on weekends to make up time lost from the inclement weather. Ms. Busalacchi noted that the Spartan Recreation Center Planning team hopes the facility will open around Spring 2019.

Ms. Busalacchi noted that Salas O'Brien is working with the Student Union to resolve issues in various areas in the Student Union building.

**E. Increased Minimum Wage and its effects**

Ms. Busalacchi noted that there are three increases in the minimum wage in the next three years. Ms. Busalacchi noted that the Student Union is evaluating the financial impact this will have on the Student Union budget as well as how this will impact the salaries of the full-time front line staff.

**F. Possible Restructuring of the Organization**

Cathy Busalacchi noted that it has become apparent that because of all the different projects and issues associated with those projects, coupled with the increase in the amount of facility space being managed, the Student Union is considering reorganizing some employees to help facilitate the management of the facilities. Ms. Busalacchi noted that the Student Union will try to make the changes in the next month or so.

**G. Student Success Initiatives for Retention and Graduation 2025**

Cathy Busalacchi noted that the Student Union is asking the managers to work with their student employees to help with student success initiatives. Ms. Busalacchi noted that the CSU Chancellor's Office has put out a directive to enhance graduation rates. The Student Union is committed to work with managers to ensure student success. Ms. Busalacchi noted that the Student Union is in the process of creating incentives for our student employees to graduate. Ms. Busalacchi noted that she hopes this program will be finalized and in place to start in Fall 2017. Ms. Busalacchi noted that Ellen Middaugh has offered to help the Student Union with this. Ms. Wughalter suggested creating a sub-committee to measure the effectiveness of this program. The volunteers are Emily Wughalter, Denice Serna, and Ellen Middaugh.

Sameer Saran asked for a motion to approve moving into closed session.

**Joseph Sandoval moved to approve moving into closed session.**

**Rose Lee seconded the motion.**

**VOTE ON THE MOTION:**

**9-0-0**

**MOTION PASSED.**

**VIII. CLOSED SESSION**

***A. Personnel Item – Closed Session***

Sameer Saran reported to Amy Guerra-Smith that Cathy Busalacchi updated the Board members on a Personnel Item.

Sameer Saran asked for a motion to approve moving into regular session.

**Joseph Sandoval moved to approve moving into regular session.**

**Rose Lee seconded the motion.**

**VOTE ON THE MOTION:**

**9-0-0**

**MOTION PASSED.**

**IX. MEETING ADJOURNMENT**

Sameer Saran asked for any other business to discuss. Seeing no other business to discuss, Sameer Saran asked for any objections to adjourn the February 21, 2017 Board of Directors Meeting. Seeing no objections, Sameer Saran noted that the **Board of Directors Meeting adjourned at 4:36pm by unanimous consensus.**